



**TOWN OF BOXBOROUGH
ANNUAL TOWN MEETING
MAY 11, 2009
LIST OF ARTICLES**

- 1. CHOOSE TOWN OFFICERS**
- 2. HEAR AND RECEIVE REPORTS**
- 3. SET SALARIES AND COMPENSATION OF OFFICERS**
- 4. PERSONNEL ADMINISTRATION PLAN CHANGES**
- 5. TOWN OPERATING BUDGET**
- 6. AMEND TAX INCREMENT FINANCING AGREEMENT (INTERACTIVE DATA)**
- 7. MINUTEMAN REGIONAL VOCATIONAL SCHOOL DISTRICT - ESTABLISH A STABILIZATION FUND**
- 8. POLICE DEPARTMENT – BULLET PROOF VESTS**
- 9. POLICE DEPARTMENT – PORTABLE ELECTRONIC SPEED AWARENESS SIGN**
- 10. CAPITAL EQUIPMENT ACQUISITION – POLICE DEPARTMENT – EMERGENCY POWER GENERATOR**
- 11. PUBLIC WORKS DEPARTMENT – “STANDER” COMMERCIAL LAWNMOWERS**
- 12. CAPITAL IMPROVEMENTS – BLANCHARD SCHOOL ROOF**
- 13. CAPITAL EQUIPMENT ACQUISITION – BLANCHARD SCHOOL TELEPHONE SYSTEM**
- 14. SUBMITTED BY PETITION – INSTALLATION OF “SLOW CHILDREN” SIGNS AND SPEED TABLES##**
- 15. AMEND TOWN CLERK’S BYLAW**
- 16. TAX COLLECTOR DEMAND FEES**
- 17. AMEND BID BYLAW**
- 18. AUTHORIZE BOARD OF SELECTMEN TO NEGOTIATE AGREEMENT FOR SOLID WASTE DISPOSAL**
- 19. ZONING BYLAW AMENDMENT – AMEND SECTION 2100 DEFINITIONS AND SECTION 6305 SIGN EXEMPTIONS TO ALLOW TEMPORARY TRADESMEN SIGNS**
- 20. ZONING BYLAW AMENDMENT – AMEND SECTION 6305 SIGN EXEMPTIONS TO ALLOW TEMPORARY RETAIL BUSINESS SIGNS**
- 21. ZONING BYLAW AMENDMENT – AMEND SECTION 4000 USE REGULATIONS AND SECTION 5000 DIMENSIONAL REQUIREMENTS**
- 22. ROAD ACCEPTANCE – EMANUEL DRIVE, JOSEPH ROAD AND ROAD A (LIBERTY TREE ACRES SUBDIVISION)****
- 23. REVOLVING FUND - ELECTRICAL INSPECTION****
- 24. REVOLVING FUND - PLUMBING AND GAS INSPECTION****
- 25. REVOLVING FUND - FIRE ARMS PERMITS****

26. **REVOLVING FUND - LIBRARY FINES****
27. **REVOLVING FUND - DOG LICENSE FEES****
28. **REVOLVING FUND – STEELE FARM****
29. **REVOLVING FUND – INTEGRATED PRESCHOOL PROGRAM****
30. **REVOLVING FUND – CONSERVATION COMMISSION****
31. **REVOLVING FUND – GIS ASSESSOR MAPS****
32. **REVOLVING FUND – SENIOR VAN****
33. **REVOLVING FUND - FIRE ALARM SYSTEM MAINTENANCE****
34. **PERSONAL REAL ESTATE EXEMPTIONS****
35. **CHAPTER 90 HIGHWAY REIMBURSEMENT PROGRAM****

LEGEND

- ** CONSENT AGENDA**
PETITION ARTICLE



BOXBOROUGH ANNUAL TOWN MEETING

To either of the Constables of the Town of Boxborough, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify all residents of the Town of Boxborough, who shall be qualified to vote in accord with the provisions of M.G.L. Chapter 51, Section 1, to meet at the Blanchard Memorial School, Massachusetts Avenue, Boxborough, MA on Monday, May 11, 2009 at 7:00 p.m. to act on Articles 2 through 35 of this Annual Town Meeting Warrant.

You are also required to notify all such residents of Boxborough to come to their polling place at Boxborough Town Hall, 29 Middle Road, Boxborough, on Monday the 18th day of May, 2009 at 7:00 a.m. for the Election of Town Officers pursuant to Article 1. The polls will be open continuously until 8:00 p.m. when they shall be closed.

CONSENT AGENDA

In an effort to streamline Town Meeting and therefore make it more inviting to voters, the Board of Selectmen has decided to continue the use of the Consent Agenda. This agenda speeds the passage of articles which the Selectmen feel, in consultation with Town Counsel, the Moderator and the Finance Committee, should generate no controversy and can be properly voted without debate. The purpose of the Consent Agenda is to allow motions under these articles to be acted upon as one unit and to be passed without debate. **The selectmen have voted unanimously (5 – 0) to recommend all those articles on the Consent Agenda (#22 through #35, inclusive).** The articles to be taken up on the Consent Agenda are indicated by a double asterisk (**).

THE CONSENT AGENDA WILL BE TAKEN UP AFTER CONSIDERATION OF ARTICLE 21.

Please review the articles prior to Town Meeting. If you have any questions about the consent articles or procedure, please feel free to call the Town Administrator, at 978-263-1116, ext. 101 or send an e-mail to selina.shaw@town.boxborough.ma.us before Town Meeting.

At the call of the Consent Agenda, the Moderator will call out the numbers of the Articles, one by one. If one or more voters object to any particular Article being included in the Consent Agenda, they should say the word "Hold" in a loud voice when the number is called. The Article will then be removed automatically from the Consent Agenda and restored to its original place in the Warrant, to be debated and voted upon in the usual manner. After the calling of the individual items in the Consent Agenda, the Moderator will ask that all items remaining be passed AS A UNIT by the voters.

Please carefully review the list of articles proposed for each Consent Item. Complete summaries are found under each article printed in this warrant.

ARTICLE 1 CHOOSE TOWN OFFICERS

(Majority vote required)

One Moderator for a one-year term

One Town Clerk for a one-year term

One Tax Collector for a three-year term

Two Board of Selectman members, each for a three-year term

One Board of Health member for a three-year term

Two Library Trustees, each for a three-year term

One Planning Board member for a three-year term

One School Committee (Local) member for a three-year term

One School Committee (Local and of the Region) member for a three-year term

NOTES:

ARTICLE 2 HEAR AND RECEIVE REPORTS

(Majority vote required)

To receive the reports of the Selectmen and other Town Officers, Agents and Committees as published in the 2008 Annual Town Report, and further, to hear and receive the reports as presented at Annual Town Meeting; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (5 – 0).

The Finance Committee recommends unanimously (5 – 0).

NOTES:

ARTICLE 3 SET SALARIES AND COMPENSATION OF OFFICERS

(Majority vote required)

To see if the Town will vote to fix the salaries and compensation of various officials for the year beginning July 1, 2009 as follows:

Selectmen	\$400.00 each member/year
Board of Health	\$166.67 each member/year
Tax Collector	\$58,302.00/year
Town Clerk	\$38,023.04/year
Constables	\$3.00 each copy/warrant posted
Planning Board Members	\$109.00 each member/year

or take any other action relative thereto.

The Board of Selectmen recommends unanimously (5 – 0).

This article establishes the salaries for all elected members of Town Government.

The Finance Committee recommends unanimously (5 – 0).

This article establishes the salaries for all elected members of Town Government.

NOTES:

ARTICLE 4 PERSONNEL ADMINISTRATION PLAN CHANGES

(Majority vote required)

To see if the Town will vote to amend the Personnel Administration Plan as summarized below and for which the complete text of the proposed revisions is on file in the Town Clerk’s office and is also available on the Town’s website; further by amending Classification of Positions (Schedule A) and Compensation of Positions (Schedule B); or take any other action relative thereto.

Summary of Proposed Revisions to Personnel Plan

GENERAL	<ul style="list-style-type: none"> ▪ Corrected grammatical or typographical errors, e.g. removal of stray quotation marks. ▪ Renumbered articles/sections where necessary and corrected references accordingly. ▪ Replaced references to “Town Administrator” and “Chief” with “Department Head.” ▪ Removed policies from Personnel Plan. These will be included in Employee Handbook. Revisions to policies will be made after a public hearing held by the Personnel Board, and will not be subject to approval by Town Meeting.
Article III. Definitions	
Section 2. Employee Categories	Changed hours from “at least 35” to “40” to reflect correct definition of work week.
Section 5. Continuous Service	Corrected definition of “continuous service” to include unpaid leave for military service.
Section 10.	Added section to include language from now deleted Article XVI. Miscellaneous Provisions, Section 1.
Article IV. Administration	
Section 6.	Removed “g. sick time” and “j. personal time” from list of items to be included in personnel records.
Section 6a.	Replaced “may” with “shall”: “No material derogatory to an employee shall be filed in a personnel record.”
Article V. The Position Classification Plan	
Section 3a. Allocation Appeals	Clarified that employees go through department heads, not directly to Personnel Board, if individual believes that position has been misallocated. Also specified right of employee to appeal in accordance with “Article XV. Resolution of Complaints.”
Section 4. Maintenance of the Plan	Clarified that it is the responsibility of the Department Head to submit position descriptions to Personnel Board if a department is reorganized, or if responsibilities of position have changed.
Article VI. The Pay Plan	
Section 1. New Appointees	Sentences were re-ordered to read better.
Section 2b. Promotions	Added section to include language from now deleted Article XVI. Miscellaneous Provisions, Section 2.

Section 4. Demotions Section 6. Reinstated Employees	Clarified that Department Head will set rate of pay in accordance with approved range for the position for a demoted or reinstated employee, which will be reviewed by Personnel Board.
Section 10. Initial Adjustment of the Pay Plan	Deleted. This section described the initial adjustment to the Plan and is no longer relevant.
Article VII. Hours of Work and Overtime	
Section 4.	Clarified that in the case of a Per Diem Firefighter/EMT, OT is calculated on hours worked in excess of 50 in one week, or 10 in one day (in the event of an emergency for the latter).
Article VIII. Other Forms of Pay	
Section 2. Education Reimbursement	Course to be reimbursed must receive a grade of "B" or better. Had previously been "C-" or better.
Article X. Vacations	
Section 6.	Revised language to read that Department Head will approve the vacation schedules. Previously stated that Department head would schedule the vacation of each employee. Removed language regarding seniority.
Section 7.	Clarified that upon termination of employment, voluntarily or otherwise, employee is entitled to receive vacation time accrued but not yet taken.
Article XI. Paid Leaves of Absence	
Section 3. Jury Duty	Changed "employee's other position" to "employee's town position." ("Employee on jury duty shall be paid the difference between compensation for serving on jury and compensation provided for employee's town position.")
Section 5. Personal Leave	Removed language giving the Department Head sole discretion to deny personal leave and replaced with language stating that approval for personal leave shall not be unreasonably withheld.
	Clarified pro rata calculation of personal leave for reduced hours employee.
Section 7. Court Appearances	Revised language to include employees, who in addition to police, may need to appear in court on town business. Added personal time to the type of leave that could be taken for non-town related court appearances.
Section 8. Family and Medical Leave Act	Clarified to state the employee's entitlements under FMLA in a positive sense, rather than describing in a negative manner.
Article XIII. Layoffs	
Section 1.	Revised notice period from 3 weeks to "as soon as practicable."
Section 2.	Removed requirement for Department Head to lay off employees in reverse seniority in order to enable department head to keep the most qualified employees.

Article XIV. Disciplinary Actions and Dismissal	
Section 2. Enforcement Section 7. Disciplinary Probation Section 8. Suspension	Revised language to correctly reflect reporting structure: Department Heads (i.e. Chiefs & DPW Director) report to Board of Selectmen (not the Town Administrator) or the Library Board of Trustees.
Section 10. Employee Appeal	Replaced “the second step” with “step 2.”
Article XV. Resolution of Complaints	
Section 2.	Removed Supervisor from process. Removed language regarding meeting times for Personnel Board (such language is not necessary since by practice, the Board schedules meetings as needed). Added Library Board of Trustees to Step 2 of process.
Article XVI. Miscellaneous Provisions	
Sections 1 and 2	Deleted article. Moved to appropriate sections within Personnel Plan (Article III, Section 10 and Article VI, Section 2b. respectively).
Article XVI. Compensation for Positions (newly numbered)	
Section 1.	Expanded to include Regular Part-time and Regular Reduced Hours Employees. Replaced “satisfactory” with “at least meets requirements.”
Section 2.	Deleted. Employees in this section have now been included in section 1. Regular Part-time and Regular Reduced Hours Employees will now be eligible for step increase on same time schedule as regular full-time employees.
Article XV. Performance Reviews (newly numbered)	
Section 2.	Replaced “satisfactory” with “at least meets requirements.” Clarified and simplified description of evaluation process.
Article XIX. Affirmative Action Policy	Removed
Article XX. Alcohol and Drug Free Workplace Policy	Removed
Article XXI. Harassment Policy	Removed
Article XXII. Hiring Policy	Removed
Attachment A: Complaint/Grievance Form	Revised to include “Statement of Remedial Action Sought” and “Supporting Evidence (list of enclosures).” Removed reference to “Supervisor” and Chief” and included “Library Board of Trustees” consistent with changes in Article XV. Resolution of Complaints.

FY 2009 Classification of Positions – Schedule A

REGULAR FULL-TIME SCHEDULE

Exempt Employees

Accountant
Assessor
Inspector of Buildings/~~Code Enforcement~~ Code Administration Officer
Planner
Treasurer

Non-Exempt Employees

Secretary
Department Assistant
DPW Foreman
DPW Worker
DPW Semi-skilled Worker
Building & Grounds Maintenance Worker

REGULAR REDUCED HOURS SCHEDULE

COA Coordinator
~~Children's Librarian~~ Youth Services Librarian
Technical Services Librarian
Sr. Library Assistant
Library Assistant
DPW Worker
Inspector of Buildings/ Code Administration Officer

REGULAR PART-TIME SCHEDULE

Secretary
Department Assistant
~~Children's Librarian~~ Youth Services Librarian
Technical Services Librarian
Sr. Library Assistant
Library Assistant
Transfer Station Operator I
Conservation Agent
Van Dispatcher

PER DIEM SCHEDULE

Fire Lieutenant/EMT
Call Firefighter/EMT
Call Firefighter
Special Police Officer
Dispatcher

INTERMITTENT SCHEDULE

Cemetery Superintendent
Cemetery Laborer
Registrar Chairperson

Clerk of Elections
Election Worker
Registrar Member
Veterans' Agent
Call Fire Chief
Deputy Fire Chief
Fire Captain
Fire Lieutenant
Call Firefighter/EMT
Fire Department Chaplain
Call Building Inspector
Special Police Officer
Lock-up Attendant
Dispatcher
Seasonal Maintenance Worker
Snow Plower
Seasonal Conservation Worker
Assistant Building Inspector
Wiring Inspector
Plumbing and Gas Inspector
Dog Officer
Assistant Dog Officer

Animal Control Officer
Animal Inspector
Fence Viewer
Field Driver
Director of Summer Playground
Director of Gymnastics
Director of Winter Programs
Lead Counselor
Counselor
Counselor-in-Training
Intern (Town Hall)
Library Page
Junior Library Page
Van Driver

The following information is not part of Schedule A and is placed here for informational purposes only. These positions are elected, or pay is set by bargaining unit or personal contract.

DEPARTMENT HEADS

DPW Director
Fire Chief
Library Director
Police Chief
Town Administrator

UNION EMPLOYEES

Police Sergeant
Police Officer (StepA1/A1)
Firefighter/EMT
Dispatch Supervisor
Dispatcher

ELECTED POSITIONS

Selectman
Board of Health Member
Planning Board Member
Library Trustee
Moderator
Constable
Tax Collector
Town Clerk

FY 2010 Compensation of Positions - Schedule B

<u>Position Title</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>	<u>Step F</u>	<u>Step G</u>
<u>Salaried (Exempt) Employees</u>							
Grade 60	54,543.07	56,452.08	58,427.90	60,472.88	62,589.43	64,780.06	67,047.36
Inspector of Buildings/Code Enforcement Administration Officer							
Town Accountant							
Town Assessor							
Town Planner							
Town Treasurer							
Grade 50	47,428.71	49,088.72	50,806.82	52,585.06	54,425.54	56,330.43	58,302.00
Grade 40	42,344.78	43,826.84	45,360.78	46,948.41	48,591.60	50,292.31	52,052.54
Grade 30	37,811.25	39,134.64	40,504.35	41,922.01	43,389.28	44,907.90	46,479.68
Grade 20	33,756.70	34,938.19	36,161.03	37,426.66	38,736.60	40,092.38	41,495.61
Grade 10	30,693.74	31,768.02	32,879.90	34,030.70	35,221.77	36,454.53	37,730.44
<u>Hourly (Non-Exempt) Employees</u>							
Grade 60	\$26.22	\$27.14	\$28.09	\$29.07	\$30.09	\$31.14	\$32.23
Grade 50	\$22.81	\$23.60	\$24.43	\$25.29	\$26.17	\$27.09	\$28.03
Council on Aging Coordinator							
DPW Foreman							
Grade 40	\$20.36	\$21.07	\$21.81	\$22.58	\$23.37	\$24.18	\$25.03
Children's Youth Services Librarian							
Conservation Agent							
Grade 30	\$18.18	\$18.82	\$19.47	\$20.16	\$20.86	\$21.59	\$22.35
DPW Worker							
Department Assistant							
Technical Services Librarian							
Grade 20	\$16.23	\$16.80	\$17.39	\$18.00	\$18.63	\$19.28	\$19.95
Bldg. & Grounds Maint. Worker							
DPW Semi-Skilled Worker							
Transfer Station Operator I							
Senior Library Assistant							
Grade 10	\$14.76	\$15.27	\$15.81	\$16.36	\$16.93	\$17.53	\$18.14
Library Assistant							
Secretary							
Van Dispatcher							
<u>Per Diem Schedule (No Steps)</u>							
Fire Lieutenant/EMT	17.42						
Call Fighter/EMT	15.82						
Call Firefighter	15.82						
Special Police Officer	15.82						
Dispatcher	15.82						
<u>Intermittent Schedule (No Steps)</u>							
Cemetery Superintendent	8,309.33	annually					
Cemetery Laborer	10.42						
Registrar Chairperson	891.43	annually					
Clerk of Elections	11.32						
Election Worker	10.07						
Registrar Member	267.45	annually					
Veterans' Agent	14.71						
Call Fire Chief	40.82						
Deputy Fire Chief	19.14						
Fire Captain	18.28						
Fire Lieutenant	17.43						
Call Firefighter/EMT	15.82						

Intermittent Schedule (No Steps) (continued)

Fire Department Chaplain	15.82	
Call Building Inspector	40.82	
Special Police Officer	15.82	
Lock-up Attendant	14.17	
Dispatcher	15.82	
Seasonal Maintenance Worker	12.91	
Snow Plower	20.46	
Seasonal Conservation Worker	12.10	
Assistant Building Inspector	25.17	
Wiring Inspector	fees	\$50,000 cap/yr (Selectmen & FinCom may modify if required)*
Plumbing and Gas Inspector	fees	\$15,000 cap/yr (Selectmen & FinCom may modify if required)*
Dog Officer	10,473.10	annually
Assistant Dog Officer	10.26	4 hour call min
Animal Control Officer	2,551.15	annually
Animal Inspector	939.89	annually
Fence Viewer	40.00	annually
Field Driver	45.00	annually
Director of Summer Playground	18.42	
Director of Gymnastics	17.74	
Director of Winter Programs	17.74	
Lead Counselor	13.42	
Counselor	10.07	
Counselor-in-Training	9.41	
Intern (Town Hall)	10.07	
Library Page	10.07	
Junior Library Page	9.06	
Van Driver	12.60	

NOTE

*Fee maximum is 1% of FY09 levy (or \$154,186)

The following information is not part of Schedule B and is placed here for informational purposes only. These positions are elected, or pay is set by bargaining unit or personal contract.

Department Heads

		FY 2009	FY 2010	
DPW Director	Contract expires 6/30/11	75,000.00	75,750.00	pending negotiations
Fire Chief	Contract expires 12/31/08	86,528.00	87,393.28	pending negotiations
Library Director	Contract expires 12/31/11	67,054.00	70,070.00	
Police Chief	Contract expires 2/28/10 (base) with Quinn Bill	92,610.00 111,132.00	97,241.00 116,689.20	pending negotiations
Town Administrator	Contract expires 6/30/13	88,691.00	88,691.00	

Union Employees

- Police Sergeant (Steps 1-3)
- Police Officer (Steps A1/A2-F)
- Firefighter/EMT (Steps A-F)
- Dispatch Supervisor (Steps A-F)
- Dispatcher (Steps A-F)

Elected Positions

	FY 2009	FY 2010
Selectman	400.00 annually	400.00 annually
Board of Health Member	166.67 annually	166.67 annually
Planning Board Member	109.00 annually	109.00 annually
Library Trustee	0.00 annually	0.00 annually
Moderator	0.00 per meeting	0.00 annually
Constable	3.00 /warrant posted/location	3.00 /warrant posted/location
Tax Collector (Grade 50)	57,724.75	58,302.00
Town Clerk (Grade 50)	37,646.57	38,023.04

Summary of Proposed Revisions to Schedules A & B

The changes in Schedule A are merely housekeeping. When reviewing the job description of the “Building Inspector/Code Enforcement Officer” the Board of Selectmen recommended changing the title of the position to “Building Inspector/Code Administration Officer,” a title which the Board believes more accurately reflects the role of the position. “Enforcement Officer” appears to connote more of a “policing” function, which is inconsistent with the Board’s view of the position. The position has also been added to the Regular Reduced Hours Schedule to reflect a position for which the hours worked are at least twenty per week, but less than forty.

The Library Board of Trustees has recommended the change in title from “Children’s Librarian” to “Youth Services Librarian.” Larger libraries may have both a Children’s Librarian and a Young Adult Librarian. Since the position at the Sargent Memorial Library covers both age groups, the title of “Youth Services Librarian” to more accurately reflect the age of the population served by the position.

Schedule B has been revised to reflect a 1% cost of living increase.

The Board of Selectmen recommends unanimously (5 - 0).

The proposed changes seek to streamline the bylaw and reflect changes to the reporting structure already implemented by the Board of Selectmen. Sections of the bylaw, which are policies, will be removed and become part of the Employee Handbook. The Board of Selectmen also believes the salary increase of 1% for Schedule B employees is appropriate.

The Finance Committee recommends (5 – 1).

The Personnel Board recommends (3 - 0).

NOTES:

ARTICLE 5 TOWN OPERATING BUDGET

(Majority vote required)

To see what sums of money the Town will raise and appropriate, transfer from available funds, and/or borrow for the operations and expenses of the Town for the Fiscal Year beginning July 1, 2009, and further, to see if the Town will vote to fund the cost items of the first year of collective bargaining agreements between the Town and one or more of its unions; or take any other action relative thereto.

The Finance Committee recommends unanimously (6– 0).

The Board of Selectmen recommends, with amendments (5 - 0).

The difficult work of budgeting the Town’s expenses for FY ’10 has been pursued by the Finance Committee, Board of Selectmen, and School Committee for the past five months. Against all odds, and in spite of reductions in some of our revenue sources, the process has resulted in a budget that provides our expected level of services without requiring an operating override under Proposition 2 1/2. The difference between the Finance Committee budget and that desired by the Board of Selectmen is less than \$4,000 out of a total budget exceeding \$19 Million. The amendments proposed to the budget are outlined in the Budget Summary Table below and include:

- Fire Department Salaries
- Public Works Department Salaries
- Snow and Ice Salaries and Other Expenses
- Family Services Other Expenses (Board of Health)

NOTES:

<u>ACCOUNT NAME</u>		<u>FY2008</u>	<u>FY2009</u>	<u>FY2010</u>	<u>\$ Change</u>	<u>% Change</u>	<u>Potential</u>
		<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>FY10 VS</u>	<u>FY10 VS</u>	<u>Amendment</u>
					<u>FY09</u>	<u>FY09</u>	<u>\$Inc/(Decr)</u>
114	Total Salaries - Moderator	\$ -	\$ -	\$ -	\$ -	0.00%	
114	Total Other Expenses - Moderator	\$ 20	\$ 50	\$ 50	\$ -	0.00%	
114	Total Moderator Expenses	\$ 20	\$ 50	\$ 50	\$ -	0.00%	
119	Total Salaries - Town Constable	\$ -	\$ -	\$ -	\$ -	0.00%	
119	Total Other Expenses - Town Constable	\$ 112	\$ 200	\$ 200	\$ -	0.00%	
119	Total Constable Expenses	\$ 112	\$ 200	\$ 200	\$ -	0.00%	
122	Total Salaries - Selectman	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.00%	
122	Total Other Expenses - Selectman	\$ 944	\$ 2,975	\$ 2,861	\$ (114)	-3.83%	
122	Total Selectman Expenses	\$ 2,944	\$ 4,975	\$ 4,861	\$ (114)	-2.29%	
123	Total Salaries - Town Administrator	\$ 85,280	\$ 88,691	\$ 88,691	\$ -	0.00%	
123	Total Other Expenses- Town Administrator	\$ 2,475	\$ 2,525	\$ 2,750	\$ 225	8.91%	
123	Total Expenses - Town Administrator	\$ 87,755	\$ 91,216	\$ 91,441	\$ 225	0.25%	
131	Total Salaries - Finance Committee	\$ -	\$ -	\$ -	\$ -	0.00%	
131	Total Other Expenses- Finance Committee	\$ 369	\$ 450	\$ 450	\$ -	0.00%	
131	Total Expenses - Finance Committee	\$ 369	\$ 450	\$ 450	\$ -	0.00%	
135	Total Salaries - Accountant	\$ 57,571	\$ 61,970	\$ 64,781	\$ 2,811	4.54%	
135	Total Other Expenses- Accountant	\$ 20,706	\$ 24,718	\$ 24,936	\$ 218	0.88%	
135	Total Expenses - Accountant	\$ 78,277	\$ 86,688	\$ 89,717	\$ 3,029	3.49%	
141	Total Salaries - Assessor	\$ 53,453	\$ 55,894	\$ 58,428	\$ 2,534	4.53%	
141	Total Other Expenses-Assessor	\$ 10,424	\$ 13,390	\$ 9,975	\$ (3,415)	-25.50%	
141	Total Expenses - Assessor	\$ 63,877	\$ 69,284	\$ 68,403	\$ (881)	-1.27%	
145	Total Salaries - Treasurer	\$ 64,830	\$ 67,384	\$ 68,048	\$ 664	0.99%	
145	Total Other Expenses-Treasurer	\$ 15,715	\$ 13,885	\$ 13,610	\$ (275)	-1.98%	
145	Total Expenses - Treasurer	\$ 80,545	\$ 81,269	\$ 81,658	\$ 389	0.48%	
146	Total Salaries - Tax Collector	\$ 56,505	\$ 58,725	\$ 59,302	\$ 577	0.98%	
146	Total Other Expenses-Tax Collector	\$ 15,682	\$ 15,837	\$ 15,877	\$ 40	0.25%	
146	Total Expenses - Tax Collector	\$ 72,187	\$ 74,562	\$ 75,179	\$ 617	0.83%	
151	Total Salaries - Legal	\$ -	\$ -	\$ -	\$ -	0.00%	
151	Total Other Expenses-Legal	\$ 49,745	\$ 64,000	\$ 64,000	\$ -	0.00%	
151	Total Expenses - Legal	\$ 49,745	\$ 64,000	\$ 64,000	\$ -	0.00%	

	<u>ACCOUNT NAME</u>	<u>FY2008</u> <u>ACTUAL</u>	<u>FY2009</u> <u>BUDGET</u>	<u>FY2010</u> <u>BUDGET</u>	<u>\$ Change</u> <u>FY10 VS</u> <u>FY09</u>	<u>% Change</u> <u>FY10 VS</u> <u>FY09</u>	<u>Potential</u> <u>Amendment</u> <u>\$Inc/(Decr)</u>
152	Total Salaries - Personnel Board	\$ -	\$ -	\$ -	\$ -	0.00%	
152	Total Other Expenses-Personnel Board	\$ -	\$ 150	\$ 260	\$ 110	73.33%	
152	Total Expenses - Personnel Board	\$ -	\$ 150	\$ 260	\$ 110	73.33%	
161	Total Salaries - Town Clerk	\$ 36,199	\$ 37,647	\$ 38,024	\$ 377	1.00%	
161	Total Other Expenses-Town Clerk	\$ 8,599	\$ 1,499	\$ 2,192	\$ 693	46.23%	
161	Total Expenses - Town Clerk	\$ 44,798	\$ 39,146	\$ 40,216	\$ 1,070	2.73%	
162	Total Salaries - Elect & Regist	\$ 4,203	\$ 3,997	\$ 3,382	\$ (615)	-15.39%	
162	Total Other Elect & Regist	\$ 4,868	\$ 4,961	\$ 4,056	\$ (905)	-18.24%	
162	Total Expenses - Elect & Regist	\$ 9,071	\$ 8,958	\$ 7,438	\$ (1,520)	-16.97%	
171	Total Salaries - Conservation Comm	\$ -	\$ -	\$ -	\$ -	0.00%	
171	Total Other - Conservation Comm	\$ 2,150	\$ 2,150	\$ 2,150	\$ -	0.00%	
171	Total Expenses - Conservation Comm	\$ 2,150	\$ 2,150	\$ 2,150	\$ -	0.00%	
175	Total Salaries - Planning Board	\$ 62,107	\$ 66,929	\$ 67,593	\$ 664	0.99%	
175	Total Other - Planning Board	\$ 3,456	\$ 3,760	\$ 4,013	\$ 253	6.73%	
175	Total Expenses - Planning Board	\$ 65,563	\$ 70,689	\$ 71,606	\$ 917	1.30%	
176	Total Salaries - Zoning Board	\$ -	\$ -	\$ -	\$ -	0.00%	
176	Total Other - Zoning Board	\$ 276	\$ 335	\$ 335	\$ -	0.00%	
176	Total Expenses - Zoning Board	\$ 276	\$ 335	\$ 335	\$ -	0.00%	
177	Total Salaries - Housing Board	\$ -	\$ -	\$ -	\$ -	0.00%	
177	Total Other - Housing Board	\$ 120	\$ -	\$ -	\$ -	0.00%	
177	Total Expenses - Housing Board	\$ 120	\$ -	\$ -	\$ -	0.00%	
179	Total Salaries - Agricultural Comm	\$ -	\$ -	\$ -	\$ -	0.00%	
179	Total Other - Agricultural Comm	\$ -	\$ -	\$ 200	\$ 200	100.00%	
179	Total Expenses - Agricultural Comm	\$ -	\$ -	\$ 200	\$ 200	100.00%	
192	Total Salaries - Town Hall	\$ 167,407	\$ 185,376	\$ 181,001	\$ (4,375)	-2.36%	
192	Total Other - Town Hall	\$ 61,333	\$ 66,290	\$ 60,143	\$ (6,147)	-9.27%	
192	Total Expenses - Town Hall	\$ 228,740	\$ 251,666	\$ 241,144	\$ (10,522)	-4.18%	
	Total Town Government - Salaries	\$ 589,555	\$ 628,613	\$ 631,250	\$ 2,637	0.42%	
	Total Town Government - Other Expenses	\$ 196,994	\$ 217,175	\$ 208,058	\$ (9,117)	-4.20%	
	Total Town Government - Total Expenses	\$ 786,549	\$ 845,788	\$ 839,308	\$ (6,480)	-0.77%	

<u>ACCOUNT NAME</u>		<u>FY2008</u> <u>ACTUAL</u>	<u>FY2009</u> <u>BUDGET</u>	<u>FY2010</u> <u>BUDGET</u>	<u>\$ Change</u> <u>FY10 VS</u> <u>FY09</u>	<u>% Change</u> <u>FY10 VS</u> <u>FY09</u>	<u>Potential</u> <u>Amendment</u> <u>\$Inc/(Decr)</u>
210	Total Salaries - Police	\$ 916,166	\$ 956,300	\$ 969,621	\$ 13,321	1.39%	
210	Total Other - Police	\$ 110,766	\$ 121,625	\$ 90,625	\$ (31,000)	-25.49%	
210	Total Expenses - Police	\$ 1,026,932	\$ 1,077,925	\$ 1,060,246	\$ (17,679)	-1.64%	
220	Total Salaries - Fire	\$ 643,038	\$ 691,657	\$ 704,659	\$ 13,002	1.88%	\$ 3,366
220	Total Other - Fire	\$ 96,723	\$ 108,234	\$ 110,569	\$ 2,335	2.16%	
220	Total Expenses - Fire	\$ 739,761	\$ 799,891	\$ 815,228	\$ 15,337	1.92%	
221	Total Salaries - Dispatch	\$ 198,563	\$ 221,004	\$ 220,857	\$ (147)	-0.07%	
221	Total Other - Dispatch	\$ 32,378	\$ 25,219	\$ 31,721	\$ 6,502	25.78%	
221	Total Expenses - Dispatch	\$ 230,941	\$ 246,223	\$ 252,578	\$ 6,355	2.58%	
241	Total Salaries - Building Insp	\$ -	\$ -	\$ 41,899	\$ 41,899	100.00%	
241	Total Other - Building Insp	\$ 38,115	\$ 36,450	\$ 1,110	\$ (35,340)	-96.95%	
241	Total Expenses - Building Insp	\$ 38,115	\$ 36,450	\$ 43,009	\$ 6,559	17.99%	
291	Total Salaries -Emergency Mgt	\$ -	\$ -	\$ -	\$ -	0.00%	
291	Total Other - Emergency Mgt	\$ -	\$ 100	\$ -	\$ (100)	-100.00%	
291	Total Expenses - Emergency Mgt	\$ -	\$ 100	\$ -	\$ (100)	-100.00%	
292	Total Salaries - Dog Officer	\$ 9,971	\$ 10,370	\$ 10,474	\$ 104	1.00%	
292	Total Other - Dog Officer	\$ 1,434	\$ 1,625	\$ 1,625	\$ -	0.00%	
292	Total Expenses - Dog Officer	\$ 11,405	\$ 11,995	\$ 12,099	\$ 104	0.87%	
299	Total Salaries - Field Driver	\$ 45	\$ 45	\$ 45	\$ -	0.00%	
299	Total Other - Field Driver	\$ -	\$ 15	\$ 15	\$ -	0.00%	
299	Total Expenses - Field Driver	\$ 45	\$ 60	\$ 60	\$ -	0.00%	
	Tota Salaries - Protection	\$ 1,767,783	\$ 1,879,376	\$ 1,947,555	\$ 68,179	3.63%	
	Total Other - Protection	\$ 279,416	\$ 293,268	\$ 235,665	\$ (57,603)	-19.64%	
	Toatl Expenses - Protection	\$ 2,047,199	\$ 2,172,644	\$ 2,183,220	\$ 10,576	0.49%	

220 Salary: BoS plans to amend, to increase by \$3,366.

<u>ACCOUNT NAME</u>		<u>FY2008</u> <u>ACTUAL</u>	<u>FY2009</u> <u>BUDGET</u>	<u>FY2010</u> <u>BUDGET</u>	<u>\$ Change</u> <u>FY10 VS</u> <u>FY09</u>	<u>% Change</u> <u>FY10 VS</u> <u>FY09</u>	<u>Potential</u> <u>Amendment</u> <u>\$Inc/(Decr)</u>
300	Total Salaries - Blanchard School	\$ 4,036,013	\$ 3,923,069	\$ 4,068,124	\$ 145,055	3.70%	
300	Total Other - School-Blanchard School	\$ 1,381,756	\$ 1,350,332	\$ 1,265,466	\$ (84,866)	-6.28%	
300	Total Expenses - Blanchard School	\$ 5,417,769	\$ 5,273,401	\$ 5,333,590	\$ 60,189	1.14%	
310	Total Salaries - Minuteman Vocational HS	\$ -	\$ -	\$ -	\$ -	0.00%	
310	Total Other - Minuteman Vocational HS	\$ 283,713	\$ 299,902	\$ 361,704	\$ 61,802	20.61%	
310	Total Expenses - Minuteman Vocational HS	\$ 283,713	\$ 299,902	\$ 361,704	\$ 61,802	20.61%	
320	Total Salaries - ABRS Assessment	\$ -	\$ -	\$ -	\$ -	0.00%	
320	Total Other - ABRS Assessment	\$ 5,676,200	\$ 5,732,440	\$ 5,838,090	\$ 105,650	1.84%	
320	Total Expenses - A/B RHS Assessment	\$ 5,676,200	\$ 5,732,440	\$ 5,838,090	\$ 105,650	1.84%	
	Tota Salaries - Education	\$ 4,036,013	\$ 3,923,069	\$ 4,068,124	\$ 145,055	3.70%	
	Total Other - Education	\$ 7,341,669	\$ 7,382,674	\$ 7,465,260	\$ 82,586	1.12%	
	Total Expenses - Education	\$ 11,377,682	\$ 11,305,743	\$ 11,533,384	\$ 227,641	2.01%	

<u>ACCOUNT NAME</u>		<u>FY2008</u> <u>ACTUAL</u>	<u>FY2009</u> <u>BUDGET</u>	<u>FY2010</u> <u>BUDGET</u>	<u>\$ Change</u> <u>FY10 VS</u> <u>FY09</u>	<u>% Change</u> <u>FY10 VS</u> <u>FY09</u>	<u>Potential</u> <u>Amendment</u> <u>\$Inc/(Decr)</u>
422	Total Salaries - Public Works	\$ 441,833	\$ 472,319	\$ 428,349	\$ (43,970)	-9.31%	\$ 750
422	Total Other - Public Works	\$ 256,346	\$ 218,620	\$ 220,293	\$ 1,673	0.77%	
422	Total Expenses - Public Works	\$ 698,179	\$ 690,939	\$ 648,642	\$ (42,297)	-6.12%	
423	Total Salaries - Snow & Ice	\$ 67,162	\$ 47,000	\$ 40,000	\$ (7,000)	-14.89%	\$ 7,000
423	Total Other - Snow & Ice	\$ 117,462	\$ 58,000	\$ 110,675	\$ 52,675	90.82%	\$ (20,675)
423	Total Expenses - Snow & Ice	\$ 184,624	\$ 105,000	\$ 150,675	\$ 45,675	43.50%	
424	Total Salaries - Street Lighting	\$ -	\$ -	\$ -	\$ -	0.00%	
424	Total Other - Street Lighting	\$ 2,770	\$ 3,191	\$ 3,191	\$ -	0.00%	
424	Total Expenses - Street Lighting	\$ 2,770	\$ 3,191	\$ 3,191	\$ -	0.00%	
425	Total Salaries - Hager Well Maintenance	\$ -	\$ -	\$ -	\$ -	0.00%	
425	Total Other - Hager Well Maintenance	\$ -	\$ -	\$ 14,000	\$ 14,000	100.00%	
425	Total Expenses - Hager Well Maintenance	\$ -	\$ -	\$ 14,000	\$ 14,000	100.00%	
429	Total Salaries - Fuel	\$ -	\$ -	\$ -	\$ -	0.00%	
429	Total Other - Fuel	\$ 76,413	\$ 61,500	\$ 60,000	\$ (1,500)	-2.44%	
429	Total Expenses - Fuel	\$ 76,413	\$ 61,500	\$ 60,000	\$ (1,500)	-2.44%	
431	Total Salaries - Hazardous Waste Coll	\$ -	\$ -	\$ -	\$ -	0.00%	
431	Total Other - Hazardous Waste Coll	\$ -	\$ 7,500	\$ 7,500	\$ -	0.00%	
431	Total Expenses - Hazardous Waste Coll	\$ -	\$ 7,500	\$ 7,500	\$ -	0.00%	
491	Total Salaries - Cemetery	\$ 7,911	\$ 8,897	\$ 8,310	\$ (587)	-6.60%	
491	Total Other - Cemetery	\$ 1,055	\$ 1,402	\$ 1,402	\$ -	0.00%	
491	Total Expenses - Cemetery	\$ 8,966	\$ 10,299	\$ 9,712	\$ (587)	-5.70%	
	Total Salaries-Public Works & Facilities	\$ 516,906	\$ 528,216	\$ 476,659	\$ (51,557)	-9.76%	
	Total - OtherPublic Works & Facilities	\$ 454,046	\$ 350,213	\$ 417,061	\$ 66,848	19.09%	
	Total Expenses-Public Works - Facilities	\$ 970,952	\$ 878,429	\$ 893,720	\$ 15,291	1.74%	

422 Salary: BoS plans to amend, to increase by \$750.

423 Salary: BoS plans to amend, to increase by \$7,000.

423 Other: BoS plans to amend, to decrease by \$20,765.

<u>ACCOUNT NAME</u>		<u>FY2008</u> <u>ACTUAL</u>	<u>FY2009</u> <u>BUDGET</u>	<u>FY2010</u> <u>BUDGET</u>	<u>\$ Change</u> <u>FY10 VS</u> <u>FY09</u>	<u>% Change</u> <u>FY10 VS</u> <u>FY09</u>	<u>Potential</u> <u>Amendment</u> <u>\$Inc/(Decr)</u>
510	Total Salaries - Landfill Monitoring	\$ -	\$ -	\$ -	\$ -	0.00%	
510	Total Other - Landfill Monitoring	\$ 2,573	\$ 5,000	\$ 5,250	\$ 250	5.00%	
510	Total Expenses - Landfill Monitoring	\$ 2,573	\$ 5,000	\$ 5,250	\$ 250	5.00%	
511	Total Salaries - Board of Health	\$ 500	\$ 501	\$ 501	\$ -	0.00%	
511	Total Other - Board of Health	\$ 963	\$ 15,765	\$ 16,990	\$ 1,225	7.77%	
511	Total Expenses - Board of Health	\$ 1,463	\$ 16,266	\$ 17,491	\$ 1,225	7.53%	
519	Total Salaries - Environmental Services	\$ -	\$ -	\$ -	\$ -	0.00%	
519	Total Other - Environmental Services	\$ 9,345	\$ 9,345	\$ 9,345	\$ -	0.00%	
519	Total Expenses - Environmental Services	\$ 9,345	\$ 9,345	\$ 9,345	\$ -	0.00%	
521	Total Salaries - Family Services	\$ -	\$ -	\$ -	\$ -	0.00%	
521	Total Other - Family Services	\$ 6,000	\$ 6,000	\$ -	\$ (6,000)	-100.00%	\$ 6,000
521	Total Expenses - Family Services	\$ 6,000	\$ 6,000	\$ -	\$ (6,000)	-100.00%	
522	Total Salaries - Nursing Services	\$ -	\$ -	\$ -	\$ -	0.00%	
522	Total Other - Nursing Services	\$ 2,395	\$ 2,395	\$ 2,395	\$ -	0.00%	
522	Total Expenses - Nursing Services	\$ 2,395	\$ 2,395	\$ 2,395	\$ -	0.00%	
523	Total Salaries - Mental Health Srvices	\$ -	\$ -	\$ -	\$ -	0.00%	
523	Total Other - Mental Health Services	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.00%	
523	Total Expenses - Mental Health Services	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.00%	
541	Total Salaries - Council on Aging	\$ 37,777	\$ 36,458	\$ 38,112	\$ 1,654	4.54%	
541	Total Other - Council on Aging	\$ 3,048	\$ 3,119	\$ 2,725	\$ (394)	-12.63%	
541	Total Expenses - Council on Aging	\$ 40,825	\$ 39,577	\$ 40,837	\$ 1,260	3.18%	
543	Total Salaries - Veterans	\$ 190	\$ 190	\$ 190	\$ -	0.00%	
543	Total Other - Veterans	\$ 250	\$ 250	\$ 250	\$ -	0.00%	
543	Total Expenses - Veterans	\$ 440	\$ 440	\$ 440	\$ -	0.00%	
599	Total Salaries - Inspect of Animals	\$ 895	\$ 931	\$ 940	\$ 9	0.97%	
599	Total Other - Inspect of Animals	\$ -	\$ -	\$ -	\$ -	0.00%	
599	Total Expenses - Inspect of Animals	\$ 895	\$ 931	\$ 940	\$ 9	0.97%	
600	Total Salaries - Animal Control Officer	\$ 2,429	\$ 2,526	\$ 2,552	\$ 26	1.03%	
600	Total Other - Animal Control Officer	\$ 301	\$ 330	\$ 330	\$ -	0.00%	
600	Total Expenses - Animal Control Officer	\$ 2,730	\$ 2,856	\$ 2,882	\$ 26	0.91%	
	Total Salaries-Health Services	\$ 41,791	\$ 40,606	\$ 42,295	\$ 1,689	4.16%	
	Total - Other - Health Services	\$ 31,875	\$ 49,204	\$ 44,285	\$ (4,919)	-10.00%	
	Total Expenses-Health Services	\$ 73,666	\$ 89,810	\$ 86,580	\$ (3,230)	-3.60%	

521 Other: BoH plans to amend, to increase by \$6,000 to restore funding of Family Services.

<u>ACCOUNT NAME</u>		<u>FY2008</u> <u>ACTUAL</u>	<u>FY2009</u> <u>BUDGET</u>	<u>FY2010</u> <u>BUDGET</u>	<u>\$ Change</u> <u>FY10 VS</u> <u>FY09</u>	<u>% Change</u> <u>FY10 VS</u> <u>FY09</u>	<u>Potential</u> <u>Amendment</u> <u>\$Inc/(Decr)</u>
610	Total Salaries - Library	\$ 163,273	\$ 175,538	\$ 181,772	\$ 6,234	3.55%	
610	Total Other - Library	\$ 104,704	\$ 113,658	\$ 114,014	\$ 356	0.31%	
610	Total Expenses - Library	\$ 267,977	\$ 289,196	\$ 295,786	\$ 6,590	2.28%	
630	Total Salaries - Recreation Comm	\$ 23,820	\$ 26,640	\$ 28,839	\$ 2,199	8.25%	
630	Total Other - Recreation Comm	\$ 7,625	\$ 10,800	\$ 9,300	\$ (1,500)	-13.89%	
630	Total Expenses - Recreation Comm	\$ 31,445	\$ 37,440	\$ 38,139	\$ 699	1.87%	
691	Total Salaries - Historical Comm	\$ -	\$ -	\$ -	\$ -	0.00%	
691	Total Other - Historical Comm	\$ 2,215	\$ 3,129	\$ 3,129	\$ -	0.00%	
691	Total Expenses - Historical Comm	\$ 2,215	\$ 3,129	\$ 3,129	\$ -	0.00%	
692	Total Salaries - Public celebration	\$ -	\$ -	\$ -	\$ -	0.00%	
692	Total Other - Public Celebration	\$ 588	\$ 665	\$ 665	\$ -	0.00%	
692	Total Expenses - Public Celebration	\$ 588	\$ 665	\$ 665	\$ -	0.00%	
693	Total Salaries - Steele Farm	\$ -	\$ -	\$ -	\$ -	0.00%	
693	Total Other - Steele Farm	\$ 500	\$ 500	\$ 500	\$ -	0.00%	
693	Total Expenses - Steele Farm	\$ 500	\$ 500	\$ 500	\$ -	0.00%	
699	Total Salaries - A/B Cultural Council	\$ -	\$ -	\$ -	\$ -	0.00%	
699	Total Other - A/B Cultural Council	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.00%	
699	Total Expenses - A/B Cultural Council	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.00%	
	Total Salaries - Culture & Recreation	\$ 187,093	\$ 202,178	\$ 210,611	\$ 8,433	4.17%	
	Total Other- Culture & Recreation	\$ 117,132	\$ 130,252	\$ 129,108	\$ (1,144)	-0.88%	
	Total Expenses - Culture & Recreation	\$ 304,225	\$ 332,430	\$ 339,719	\$ 7,289	2.19%	

<u>ACCOUNT NAME</u>		<u>FY2008</u> <u>ACTUAL</u>	<u>FY2009</u> <u>BUDGET</u>	<u>FY2010</u> <u>BUDGET</u>	<u>\$ Change</u> <u>FY10 VS</u> <u>FY09</u>	<u>% Change</u> <u>FY10 VS</u> <u>FY09</u>	<u>Potential</u> <u>Amendment</u> <u>\$Inc/(Decr)</u>
710	Total Salaries - Maturing Debt Principal	\$ -	\$ -	\$ -	\$ -	0.00%	
710	Total Other - Maturing Debt Principal	\$ 728,000	\$ 723,000	\$ 718,000	\$ (5,000)	-0.69%	
710	Total Expenses - Maturing Debt Principal	\$ 728,000	\$ 723,000	\$ 718,000	\$ (5,000)	-0.69%	
751	Total Salaries - Maturing Debt Interest	\$ -	\$ -	\$ -	\$ -	0.00%	
751	Total Other - Maturing Debt Interest	\$ 678,412	\$ 634,109	\$ 584,238	\$ (49,871)	-7.86%	
751	Total Expenses - Maturing Debt Interest	\$ 678,412	\$ 634,109	\$ 584,238	\$ (49,871)	-7.86%	
	Total Salaries - Debt Service	\$ -	\$ -	\$ -	\$ -	0.00%	
	Total Other - Debt Service	\$ 1,406,412	\$ 1,357,109	\$ 1,302,238	\$ (54,871)	-4.04%	
	Total Expenses - Debt Service	\$ 1,406,412	\$ 1,357,109	\$ 1,302,238	\$ (54,871)	-4.04%	

	<u>ACCOUNT NAME</u>	<u>FY2008 ACTUAL</u>	<u>FY2009 BUDGET</u>	<u>FY2010 BUDGET</u>	<u>\$ Change FY10 VS FY09</u>	<u>% Change FY10 VS FY09</u>	<u>Potential Amendment \$Inc/(Decr)</u>
830	Total Salaries - County Ret. Assessment	\$ -	\$ -	\$ -	\$ -	0.00%	
830	Total Other - County Ret Assessment	\$ 366,730	\$ 408,903	\$ 467,683	\$ 58,780	14.38%	
830	Total Expenses - County Ret Assessment	\$ 366,730	\$ 408,903	\$ 467,683	\$ 58,780	14.38%	
912	Total Salaries - Other Benefit Insurance	\$ -	\$ -	\$ -	\$ -	0.00%	
912	Total Other - Other Benefit Insurance	\$ 67,931	\$ 69,295	\$ 69,594	\$ 299	0.43%	
912	Total Expenses - Other Benefit Insurance	\$ 67,931	\$ 69,295	\$ 69,594	\$ 299	0.43%	
915	Total Salaries - Employee Benefits	\$ -	\$ -	\$ -	\$ -	0.00%	
915	Total Other - Employee Benefits	\$ 1,170,398	\$ 1,232,100	\$ 1,285,735	\$ 53,635	4.35%	
915	Total Expenses - Employee Benefits	\$ 1,170,398	\$ 1,232,100	\$ 1,285,735	\$ 53,635	4.35%	
945	Total Salaries -Liability Insurance	\$ -	\$ -	\$ -	\$ -	0.00%	
945	Total Other - Liability Insurance	\$ 91,067	\$ 97,000	\$ 95,371	\$ (1,629)	-1.68%	
945	Total Expenses - Liability Insurance	\$ 91,067	\$ 97,000	\$ 95,371	\$ (1,629)	-1.68%	
	Total Salaries - Employee Benefits	\$ -	\$ -	\$ -	\$ -	0.00%	
	Total Other- Employee Benefits	\$ 1,696,126	\$ 1,807,298	\$ 1,918,383	\$ 111,085	6.15%	
	Total Expenses- Employee Benefits	\$ 1,696,126	\$ 1,807,298	\$ 1,918,383	\$ 111,085	6.15%	
131	Reserve Fund - Original Budget	\$ -	\$ 185,000	\$ 185,000	\$ -	0.00%	
131	Reserve Fund - Transferred Out	\$ -	\$ -	\$ -	\$ -	0.00%	
131	Reserve Fund - Net Balance	\$ -	\$ 185,000	\$ 185,000	\$ -	0.00%	

<u>ACCOUNT NAME</u>	<u>FY2008</u> <u>ACTUAL</u>	<u>FY2009</u> <u>BUDGET</u>	<u>FY2010</u> <u>BUDGET</u>	<u>\$ Change</u> <u>FY10 VS</u> <u>FY09</u>	<u>% Change</u> <u>FY10 VS</u> <u>FY09</u>	<u>Potential</u> <u>Amendment</u> <u>\$Inc/(Decr)</u>
SALARIES						
Town Government	\$ 589,555	\$ 628,613	\$ 631,250	\$ 2,637	0.42%	
Protection	\$ 1,767,783	\$ 1,879,376	\$ 1,947,555	\$ 68,179	3.63%	*
Public Works & Facilities	\$ 516,906	\$ 528,216	\$ 476,659	\$ (51,557)	-9.76%	*
Health Services	\$ 41,791	\$ 40,606	\$ 42,295	\$ 1,689	4.16%	
Cultural & Recreation	\$ 187,093	\$ 202,178	\$ 210,611	\$ 8,433	4.17%	
Total Salaries Reserved	\$ -	\$ -	\$ -	\$ -	0.00%	
Total Town	\$ 3,103,128	\$ 3,278,989	\$ 3,308,370	\$ 29,381	0.90%	
Education	\$ 4,036,013	\$ 3,923,069	\$ 4,068,124	\$ 145,055	3.70%	
Employee Benefits	\$ -	\$ -	\$ -	\$ -	0.00%	
Debt Service	\$ -	\$ -	\$ -	\$ -	0.00%	
Reserve Fund	\$ -	\$ -	\$ -	\$ -	0.00%	
TOTAL SALARIES	\$ 7,139,141	\$ 7,202,058	\$ 7,376,494	\$ 174,436	2.42%	
OTHER EXPENSES						
Town Government	\$ 196,994	\$ 217,175	\$ 208,058	\$ (9,117)	-4.20%	
Protection	\$ 279,416	\$ 293,268	\$ 235,665	\$ (57,603)	-19.64%	
Public Works & Facilities	\$ 454,046	\$ 350,213	\$ 417,061	\$ 66,848	19.09%	*
Health Services	\$ 31,875	\$ 49,204	\$ 44,285	\$ (4,919)	-10.00%	*
Cultural & Recreation	\$ 117,132	\$ 130,252	\$ 129,108	\$ (1,144)	-0.88%	
Total Town	\$ 1,079,463	\$ 1,040,112	\$ 1,034,177	\$ (5,935)	-0.57%	
Education	\$ 7,341,669	\$ 7,382,674	\$ 7,465,260	\$ 82,586	1.12%	
Employee Benefits	\$ 1,696,126	\$ 1,807,298	\$ 1,918,383	\$ 111,085	6.15%	
Debt Service	\$ 1,406,412	\$ 1,357,109	\$ 1,302,238	\$ (54,871)	-4.04%	
Reserve Fund	\$ -	\$ 185,000	\$ 185,000	\$ -	0.00%	
TOTAL OTHER EXPENSES	\$ 11,523,670	\$ 11,772,193	\$ 11,905,058	\$ 132,865	1.13%	
TOTAL EXPENSES						
Town Government	\$ 786,549	\$ 845,788	\$ 839,308	\$ (6,480)	-0.77%	
Protection	\$ 2,047,199	\$ 2,172,644	\$ 2,183,220	\$ 10,576	0.49%	*
Public Works & Facilities	\$ 970,952	\$ 878,429	\$ 893,720	\$ 15,291	1.74%	*
Health Services	\$ 73,666	\$ 89,810	\$ 86,580	\$ (3,230)	-3.60%	*
Cultural & Recreation	\$ 304,225	\$ 332,430	\$ 339,719	\$ 7,289	2.19%	
Total Salaries Reserved	\$ -	\$ -	\$ -	\$ -	0.00%	
Total Town	\$ 4,182,591	\$ 4,319,101	\$ 4,342,547	\$ 23,446	0.54%	
Education	\$ 11,377,682	\$ 11,305,743	\$ 11,533,384	\$ 227,641	2.01%	
Employee Benefits	\$ 1,696,126	\$ 1,807,298	\$ 1,918,383	\$ 111,085	6.15%	
Debt Service	\$ 1,406,412	\$ 1,357,109	\$ 1,302,238	\$ (54,871)	-4.04%	
Reserve Fund	\$ -	\$ 185,000	\$ 185,000	\$ -	0.00%	
TOTAL EXPENSES	\$ 18,662,811	\$ 18,974,251	\$ 19,281,552	\$ 307,301	1.62%	
Budget Prior to Reserve Fund Calculation	\$ 18,662,811	\$ 18,789,251	\$ 19,096,552	\$ 307,301	1.64%	

* indicates a potential amendment

**Blanchard Memorial School
FY 2010 Budget Account Summary**

ACCT.	CATEGORY	FY 07 Actual	FY 08 Actual	FY 09 Budget	FY 10 Proposed	Increase/Decrease FY 09 - FY 10	
						\$	%
1100	School Comm.	\$ 16,728	\$ 19,649	\$ 13,392	\$ 56,845	\$ 43,453	324.47%
1200	Superintendent Office	\$ -	\$ -	\$ 182,941	\$ 182,941	\$ -	0.00%
1400	Bus. Office	\$ 98,992	\$ 103,951	\$ 110,517	\$ 111,317	\$ 800	0.72%
2100	Special Ed Office	\$ 119,311	\$ 123,445	\$ 128,883	\$ 131,983	\$ 3,100	2.41%
2200	Supt/Prin Office	\$ 298,931	\$ 317,478	\$ 152,032	\$ 150,742	\$ (1,290)	-0.85%
2250	Tech Admin	\$ 136,958	\$ 116,041	\$ 110,332	\$ 122,918	\$ 12,586	11.41%
2300	Teaching	\$ 3,019,718	\$ 3,112,648	\$ 3,041,194	\$ 3,113,869	\$ 72,675	2.39%
2350	Prof. Development	\$ 91,287	\$ 64,577	\$ 103,248	\$ 41,348	\$ (61,900)	-59.95%
2400	Textbooks	\$ 35,882	\$ 37,850	\$ 37,850	\$ -	\$ (37,850)	-100.00%
2500	Media	\$ 70,181	\$ 59,235	\$ 59,025	\$ 61,112	\$ 2,087	3.54%
2700	Guidance/Psychological	\$ 82,541	\$ 88,930	\$ 85,246	\$ 100,356	\$ 15,110	17.73%
3200	Health Services	\$ 49,533	\$ 52,316	\$ 53,934	\$ 54,182	\$ 248	0.46%
3300	Transportation	\$ 374,731	\$ 379,566	\$ 325,978	\$ 346,054	\$ 20,076	6.16%
3400	Food Services	\$ 27,382	\$ 33,152	\$ 36,970	\$ 36,970	\$ -	0.00%
4130	Utilities	\$ 176,753	\$ 171,530	\$ 182,938	\$ 188,938	\$ 6,000	3.28%
4220	Maintenance	\$ 250,745	\$ 286,166	\$ 215,954	\$ 205,510	\$ (10,444)	-4.84%
4400	Technology	\$ 82,884	\$ 97,028	\$ 49,067	\$ 49,068	\$ 1	0.00%
5100	Retirement	\$ 42,563	\$ 83,383	\$ -	\$ -	\$ -	0.00%
6300	Civic Activities	\$ 4,508	\$ 4,126	\$ 5,339	\$ 5,630	\$ 291	5.45%
7000	Capital Exp.	\$ 35,242	\$ 32,900	\$ 35,000	\$ 34,000	\$ (1,000)	-2.86%
9100	SPED Tuition	\$ 205,408	\$ 46,794	\$ 67,682	\$ 249,500	\$ 181,818	268.64%
9400	Collaborative	\$ 165,861	\$ 187,004	\$ 275,879	\$ 90,307	\$ (185,572)	-67.27%
	TOTALS	\$ 5,386,139	\$ 5,417,769	\$ 5,273,401	\$ 5,333,590	\$ 60,189	1.14%

ARTICLE 6 AMEND TAX INCREMENT FINANCING AGREEMENT (INTERACTIVE DATA)

(Majority vote required)

To see if the Town will vote to authorize the Board of Selectmen to execute an Amendment to a Tax Increment Financing (TIF) Agreement by and between The Town of Boxborough, AB Properties LLC and Interactive Data Corporation, which was originally executed on September 20, 2004 and any documents relating thereto, a copy of said amendment is available for review in the office of the Town Clerk and on the town's website, and to take such other actions as are necessary or appropriate to implement those documents, and take such other and further action as may be necessary or appropriate to carry out the purposes of this article; or take any other action relative thereto.

Summary

Since the establishment of its data center at 60 Codman Hill Road, Interactive Data Corporation has provided significant economic benefits to the Town of Boxborough such as new and substantial commercial tax revenue, employment opportunities for Boxborough residents and monies towards the design and construction of a walking path between the Town's Library and the Blanchard Memorial School. The proposed Amendment to the existing TIF Agreement would expand the parameters of the Agreement to include the second floor of the Company's 60 Codman Hill Road facility. This Amendment to and expansion of the existing TIF Agreement is required in order for Interactive Data Corporation to qualify for EDIP Tax Benefits associated with its planned second floor expansion.

The Board of Selectmen defers its recommendation until Town Meeting (5 - 0).

The Finance Committee defers its recommendation until Town Meeting.

NOTES:

**ARTICLE 7 MINUTEMAN REGIONAL VOCATIONAL SCHOOL DISTRICT - ESTABLISH A
STABILIZATION FUND**

(Majority vote required)

To see if the Town will vote to approve the establishment of a stabilization fund by the Minuteman Regional Vocational School District, as authorized by MGL c. 71, § 16G1/2, effective as of July 1, 2009; or take any other action relative thereto.

Summary

Approval of this article casts the Town's vote in favor of the establishment of a stabilization fund requested by the Minuteman Regional Vocational Technical School District. This stabilization fund is established by majority vote of the Minuteman School Committee and majority vote of the member towns' Town Meetings. The stabilization fund "belongs" to Minuteman, not the individual towns.

No funding is requested at this time. The stabilization fund would be funded from the Minuteman budget, not the towns' budgets. However, town budgets would be indirectly affected because the Minuteman budget comes largely from assessments on the member towns.

The Finance Committee recommends unanimously (5 – 0).

NOTES:

ARTICLE 8 POLICE DEPARTMENT – BULLET PROOF VESTS

(Majority vote required)

To see if the Town will vote to raise and appropriate, or borrow, or otherwise provide the sum of Ten Thousand Eight Hundred Dollars (\$10,800), more or less, for the purpose of acquiring bullet proof vests for the Police Department; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (5 - 0).

Each police officer in Boxborough is issued a bulletproof vest designed to protect him or her from a threat at least equal to the firearm carried by the officer. These vests are purchased to specifications developed by the National Institute of Justice (NIJ Standard-0101.06), and are warranted by manufacturers for compliance to the NIJ Standard for a period of five (5) years. We are coming to the end of the warranty period for the vests currently used by Boxborough’s officers and require their replacement on both moral/ethical and practical liability grounds. The vests are worn by officers while on shift, which may be 16 hours per day. They are semi-custom fitted (e.g. made to measurements) for a reasonable level of comfort and may be purchased from several manufacturers for prices ranging from ~ \$650 to >\$1000 each. The proposed price of \$900 per vest (x 12 vests for a total of \$10,800) allows the Chief some flexibility to obtain the best price: performance value. The police department will also apply for up to 50% reimbursement of the cost for these vests under the Federal Government Bulletproof Vest Partnership (BVP). Should such a grant be awarded, the amount will be applied to the cost of the vests and any residual from the appropriated amount will be returned to free cash.

The Finance Committee recommends unanimously (6– 0).

While the currently owned vests do fall under warranty, recent studies have shown that these types of vests deteriorate faster than the manufacturer’s listed expiration date. The Finance Committee believes that we need to provide appropriate safety equipment for the Boxborough Police and approves the purchase of the new vests. The police department is also actively applying for grants that may subsidize the cost to the town. The increase in taxation would be \$0.011 per \$1,000 valuation or \$5.47 for the average single family home of \$519,000 valuation, if the funding source was not free cash or stabilization.

NOTES:

ARTICLE 9 POLICE DEPARTMENT – PORTABLE ELECTRONIC SPEED AWARENESS SIGN

(Majority vote required)

To see if the Town will vote to raise and appropriate, or borrow, or otherwise provide the sum of Eight Thousand Five Hundred Dollars (\$8,500), more or less, for the purpose of acquiring a portable electronic speed awareness sign for the Police Department; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (5 - 0).

Data collected by the Boxborough Police Department has demonstrated that, from time to time throughout Town, average motor vehicle speeds begin to exceed acceptable levels, leading to potential dangers of injury for pedestrians, cyclists, pets and other motor vehicle occupants. Radar speed signs have been shown to be an effective means of reminding the public of their speed, and have the virtues of relatively low cost and easy portability to roadway sections deemed by the police department as needing extra enforcement effort. When used with intermittent patrol car radar enforcement, the speed signs leverage the department’s manpower and provide a cost-effective means of speed control for any roadway section in Town. The \$8,500 appropriation here proposed provides a middle-of-the-road speed sign, but does not address the large electronic message board functions utilized on loan during the December ice storm. The large electronic message boards run ~ 3x the cost proposed here and are deemed outside the scope of the immediate speed control needs identified.

The Finance Committee does not recommend (6 – 0).

This is nice to have but not an essential piece of equipment for the Town. The increase in taxation would be \$0.008 per \$1,000 valuation or \$4.30 for the average single family home of \$519,000 valuation, if the funding source was not free cash or stabilization.

NOTES:

**ARTICLE 10 CAPITAL EQUIPMENT ACQUISITION – POLICE DEPARTMENT –
EMERGENCY POWER GENERATOR**

(Majority vote required; two-thirds, if from Stabilization Fund)

To see if the Town will vote to raise and appropriate, or borrow, or otherwise provide the sum of Eighty Thousand Dollars (\$80,000), more or less, for the purpose of acquiring and installing an emergency power generator for the Police Department; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (5 - 0).

The December ice storm and other incidents in the past year have highlighted the vulnerability of the Town's emergency operations (e.g. dispatch and emergency management team) to loss of line power. The emergency generator installed outside the firehouse 25 years ago cannot power all essential functions at the Police/Dispatch facility and Fire Station. Extensive evaluation by police, fire and IT personnel indicate that a 50 KW, 120/208 volt, 60 Hz, 3 phase generator will provide reliable backup power supply for the Police/Dispatch facility. The existing generator will be retained to provide backup power for the Fire Station. We have a detailed quotation of \$40,000 for a Caterpillar Olympian Model D50-6 Diesel Packaged generator set. The quotation includes the generator, sound attenuating enclosure, batteries and test start package, fuel tank, transfer switch and miscellaneous equipment. A rule of thumb for the total cost of such installations is 2x the generator set price, including pad construction, wiring and installation, thus equating to a total installed price of approximately \$80,000. The Town will go out to bid on the emergency generator and will return to free cash any difference between the actual bid price for the total installation and the appropriation requested here.

The Finance Committee defers recommendation until Town Meeting.

The Finance Committee needs to see detailed proposals that justify the expenditure of \$80,000. We need to understand the benefits. The increase in taxation would be \$0.078 per \$1,000 valuation or \$40.49 for the average single family home of \$519,000 valuation, if the funding source was not free cash or stabilization.

NOTES:

ARTICLE 11 PUBLIC WORKS DEPARTMENT – “STANDER” COMMERCIAL LAWNMOWERS

(Majority vote required)

To see if the Town will vote to raise and appropriate, or borrow, or otherwise provide the sum of Fifteen Thousand Dollars (\$15,000), more or less, for the purpose of acquiring two (2) “stander” commercial lawnmowers for the Public Works Department; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (5 - 0).

This article provides for the purchase of two new 52” commercial stand-on lawnmowers to replace the existing 52” Toro walk-behind mowers. The primary rationale for making this change is to speed up the mowing of town properties, and, in doing so, free up DPW staff for other necessary tasks. Because the Toro machines are belt-driven, they are difficult to reverse, resulting in considerable added effort to mow irregular areas with obstacles. The DPW Director estimates that replacing both Toros with the new mowers will cut the overall mowing time by as much as 40%. That equates to roughly 5 man-days per mowing cycle, that cycle being as often as once per week during peak growing season.

The Board of Selectman has recently approved a revised job description for the DPW Director to include more of the town building maintenance responsibility. Freeing up DPW resources from manpower-intensive activities such as grass-mowing will significantly increase the DPW resources available to support this increased responsibility. Further, additional DPW resources are required this year for clearing the debris remaining from “Ice Storm 08”.

The existing Toro machines are now 6 years old and will be traded in on the new mowers to reduce the acquisition cost.

The investment in new mowers is a real benefit to the town in making efficient and effective use of limited DPW personnel.

The Finance Committee recommends unanimously (6 – 0).

The Finance Committee supports the purchase because it should significantly increase the productivity of the DPW. The increase in taxation would be \$0.014 per \$1,000 valuation or \$7.59 for the average single family home of \$519,000 valuation, if the funding source was not free cash or stabilization.

NOTES:

ARTICLE 12 CAPITAL IMPROVEMENTS – BLANCHARD SCHOOL ROOF

(Majority vote required; two-thirds, if from Stabilization Fund)

To see if the Town will vote to raise and appropriate, or borrow, or otherwise provide the sum of Eighty-Five Thousand Dollars (\$85,000), more or less, for the purpose of replacing approximately 2,800 square feet of the roof, covering the old section of the building that is adjacent to the ball field and playground at the Blanchard Memorial School; or take any other action relative thereto.

The Boxborough School Committee recommends unanimously.

Passage of this warrant article will fund the replacement of a portion of the Blanchard roof that is approximately 35 years old. This section of the roof is over the old portion of the building adjacent to the ballfield and playground area. This approximately 2,800 sq. ft. area of roof was not replaced during the 1996 renovations due to budget concerns. This section of the roof has exceeded its useful life; the roof membrane is cracked in many areas, the drains have heaved up from the roof and water from the roof has been leaking into the building. Due to the roof leaks, a classroom ceiling collapsed in January 2009, resulting in damage to the ceiling below, the classroom carpeting and displacing a fourth grade class for approximately 2 weeks. This portion of the roof needs to be replaced.

The Finance Committee recommends unanimously (5 – 0).

The Finance Committee recommends. We believe that the roof at Blanchard Memorial School should be repaired for the safety and structural integrity of the building. Presently there are four layers of shingles on the area that need to be repaired and this caused the ceiling in one of the classrooms to collapse back in January. The ceiling tiles in this room had to be replaced as well as the rug. So to prevent further damage, it is the Finance Committee’s recommendation to replace the roof as soon as possible. The increase in taxation would be \$0.083 per \$1,000 valuation or \$43.02 for the average single family home of \$519,000 valuation, if the funding source was not free cash or stabilization.

NOTES:

ARTICLE 13 CAPITAL EQUIPMENT ACQUISITION – BLANCHARD SCHOOL TELEPHONE SYSTEM

(Majority vote required)

To see if the Town will vote to raise and appropriate, or borrow or otherwise provide the sum of Thirty-Nine Thousand Dollars (\$39,000), more or less, for the purpose of replacing the telephone system at the Blanchard Memorial School; or take any other action relative thereto.

The Boxborough School Committee recommends unanimously.

Passage of this warrant article will fund a new phone system for the Blanchard School. The current phone system at Blanchard is approximately 13 years old. The phone system was inoperable for a period of one month after a lighting strike in August 2008. Due to the age of the phone system, parts are no longer available to repair it and no company has been willing to provide service for repairs. Blanchard School needs to have a reliable phone system for the safety of the students and the normal operation of the school; the current phone system needs to be replaced.

The Finance Committee recommends unanimously (5 - 0).

We believe that the telephone system at Blanchard Memorial School should be replaced. The school is reporting that from time to time they cannot dial in or out nor can they communicate in-house. The system is obsolete and the school cannot get replacement parts. They are also having trouble finding a company to service the phone system. The increase in taxation would be \$0.038 per \$1,000 valuation or \$19.74 for the average single family home of \$519,000 valuation, if the funding source was not free cash or stabilization.

The Boxborough Information Technology Committee recommends unanimously (5 – 0).

BIT.com recognizes that the Blanchard School needs to replace its voicemail system for the phones. The Committee agrees that the requested appropriation of \$39,000 is a reasonable allocation to implement a cost-effective phone platform to meet this need.

NOTES:

ARTICLE 14 INSTALLATION OF “SLOW CHILDREN” SIGNS AND SPEED TABLES##

(submitted by petition)

(Majority vote required)

To see if the Town will vote to raise and appropriate, or borrow or otherwise provide the sum of Twelve Thousand Five Hundred Dollars (\$12,500), more or less, to install approximately five (5) “Slow Children” signs on roads throughout Boxborough, and two (2) Speed Tables on Depot Rd between Prescott and Middle Roads, as a pilot program to reduce excessive vehicle speeds and increase the safety and enjoyment of the roads throughout Boxborough.

Summary submitted by Petitioner

Measurements have shown that more than 375 cars every week speed at 40 to 55 mph or more on 25mph roads in Boxborough, racing around corners and careening over rises in the road with limited visibility. Pedestrians and bikers are put in danger, parents fear for their children’s safety, and the roads are unsafe for children waiting for school buses. Speed tables and slow children signs are the least expensive yet most effective solutions to the problem, and “traffic calming” devices such as speed tables are selected by the institute of transportation engineers as the “most widely used traffic calming devices in the United States.” Speed tables are able to be relocated to different roads, leverage and assist valuable police resources, and have been proven to decrease accident rates. “Traffic calming” measures such as speed tables are used extensively in many towns in Massachusetts, and are used in cold weather climates throughout the US and Canada.

The Board of Selectmen, unanimously, does not recommend, (5 - 0).

Speed Tables are neither the best nor most efficient means to control speed. They have been shown to shift traffic volume to other locations (*Bretherton, W. Martin Institute of Transportation Engineers Annual Meeting, 2003*). Furthermore, speed tables manufactured from textured materials may increase noise and air pollution, while speed tables manufactured from non-textured materials may have questionable aesthetics. Speed tables will also require moving during the winter, which will impose a scheduling burden and an additional workload on the DPW.

In a small town like ours, traffic control is the responsibility of our Police Department. We believe that a radar speed sign, as proposed in Article 9, will considerably help in addressing this issue. Additionally, radar speed signs have the virtue of relatively low cost and easy portability to roadway sections deemed by the police department as needing extra enforcement effort.

The Finance Committee unanimously, does not recommend (6 – 0).

The increase in taxation would be \$0.012 per \$1,000 valuation or \$6.33 for the average single family home of \$519,000 valuation, if the funding source was not free cash or stabilization.

NOTES:

ARTICLE 15 AMEND TOWN CLERK’S BYLAW

(Majority vote required)

To see if the Town will vote to amend the Town Clerk’s Bylaw by adding the following sentence to the beginning of the bylaw:

“Effective for the 2010 Annual Town Election, the Town Clerk shall be elected by ballot for a term of three (3) years.”

The bylaw will now read:

“Effective for the 2010 Annual Town Election, the Town Clerk shall be elected by ballot for a term of three (3) years.”

The Town Clerk and any assistant or temporary Town Clerk shall pay into the Town Treasury, as the property of the Town, all fees received by virtue of their office.”

Or take any other action relative thereto.

Summary

Increasing the term of office would allow for more continuity in the position.

The Finance Committee recommends unanimously (6 – 0).

These new term limits are in line with other government positions in town.

NOTES:

ARTICLE 16 TAX COLLECTOR DEMAND FEES

(Majority vote required)

To see if the Town will vote to increase the fee for each written demand issued by the Tax Collector to Ten Dollars (\$10), to be added to and collected as part of the tax as authorized by MGL c. 60, §15, effective as of July 1, 2009; or take any other action relative thereto.

Summary

The demand fee for the payment of delinquent taxes in Boxborough is currently set at \$5.00. Recent legislation provided for the issuance of a demand notice for “not more than \$30.” The Tax Collector believes that an increase to the maximum amount would be too severe and has recommended an increase to \$10, which she believes would be more reasonable.

The Finance Committee recommends unanimously (6 – 0).

This has a minor but positive financial impact.

NOTES:

ARTICLE 17 AMEND BID BYLAW

(Majority vote required)

To see if the Town will vote to amend the Bid Bylaw by adding the following sentence between the second and third sentences:

“Unless authorized by the General Laws or town meeting, any Town officer or board so authorized may solicit and award contracts for the procurement of goods and services for terms exceeding three years, but not to exceed five (5) years, including any renewal, extension or option, provided in each instance that the longer term is determined to be in the best interest of the Town.”

The bylaw will now read:

“Unless otherwise provided by a vote of Town Meeting, the Board of Selectmen or Town Administrator is authorized to enter into any contract for the exercise of the Town’s corporate powers for matters involving General Government, and the School Committee for school matters, on such terms and conditions as are deemed appropriate. *Unless authorized by the General Laws or town meeting, any Town officer or board so authorized may solicit and award contracts for the procurement of goods and services for terms exceeding three years, but not to exceed five (5) years, including any renewal, extension or option, provided in each instance that the longer term is determined to be in the best interest of the Town.* Notwithstanding the foregoing, the Board of Selectmen, Town Administrator, or School Committee, shall not contract for any purpose, on any terms, or under any conditions inconsistent with any applicable provision of any general or special law.”

Or take any other action relative thereto.

Summary

The proposed amendment would affect contracts only for goods and services. It is more efficient and cost effective to enable the Town’s contracting agent to enter into agreements for five years or less without seeking town meeting approval. Often, timing of an agreement does not fall within the annual time meeting time frame. Having to call a special town meeting to seek approval to enter into a five year contract would be a costly and ineffective means to conducting town business. A five-year term frequently enables better, more competitive pricing. Additionally, amortization of costs over three years is more expensive than over 5 years, resulting in less favorable terms to the municipality. Approval of this amendment would also allow for a term of longer than five years if, for example, the general laws authorize a specific term in excess of three years (energy conservation contracts, for example) or if town meeting authorizes a longer term.

The Board of Selectmen recommends unanimously (5 - 0).

The proposed changes to the bid bylaw would be fiscally beneficial to the Town as described in the summary above.

The Finance Committee recommends unanimously (6 – 0).

Giving flexibility to the Town to negotiate longer term contracts may result in more favorable terms and save money for the town.

NOTES:

**ARTICLE 18 AUTHORIZE BOARD OF SELECTMEN TO NEGOTIATE AGREEMENT FOR
SOLID WASTE DISPOSAL**

(Majority vote required)

To see if the Town will vote to authorize the Board of Selectmen to enter into a contract for solid waste disposal for a term not to exceed five (5) years; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (5 - 0).

The Town will receive more advantageous pricing if the selectmen are authorized to enter into a five year agreement for solid waste disposal instead of a three year contract.

The Finance Committee recommends unanimously (6- 0).

Giving flexibility to the Town to negotiate longer term contracts may result in more favorable terms and save money for the town.

NOTES:

ARTICLE 19 ZONING BYLAW AMENDMENT – AMEND SECTION 2100 DEFINITIONS AND SECTION 6305 SIGN EXEMPTIONS TO ALLOW TEMPORARY TRADESMEN SIGNS

(Two-thirds vote required)

To see if the Town will vote to amend the Boxborough Zoning Bylaw Section 2100, by adding the definition of Tradesmen Sign and to renumber the remaining definitions accordingly, and to amend Section 6300 Signs by adding to the Section 6305 list of signs that are exempt from sign permit requirements, a new Section 6305(8) written as follows:

2172 Sign, Tradesmen shall mean a sign associated with a contractor, excavator, painter, plumber, roofer, electrician, landscaper, home improvement or a provider of similar services.

Section 6305 Exemptions

- (8) Temporary signs associated with tradesmen business, provided the following:
 - (a) The sign may indicate only the name of the business and contact information such as address, phone, email and/or web address;
 - (b) The sign shall be 6 square feet or less;
 - (c) The sign is designed to be portable, such as an A-frame, H-frame or T-frame sign placed on the surface of the ground or temporarily staked into the ground;
 - (d) Only one double-faced sign per tradesmen may be located on a property;
 - (e) The sign is located on the same property on which the tradesmen is currently conducting business;
 - (f) The property owner shall ensure that the sign is removed within seven (7) days following the completion of the work.

Or take any other action relative thereto.

The Planning Board recommends (5 – 0).

The Finance Committee recommends unanimously (6 – 0).

NOTES:

**ARTICLE 20 ZONING BYLAW AMENDMENT – AMEND SECTION 6305 SIGN EXEMPTIONS
TO ALLOW TEMPORARY RETAIL BUSINESS SIGNS**

(Two-thirds vote required)

To see if the Town will vote to amend the Boxborough Zoning Bylaw, Section 6300 Signs, by adding to the Section 6305 list of signs that are exempt from sign permit requirements a new Section 6305(9) written as follows:

- (9) Temporary signs associated with a retail business, provided the following:
 - (a) The sign may indicate only the name of the business, the special event or sale of a product and price;
 - (b) The sign shall be 6 square feet or less;
 - (c) The sign is designed to be portable, such as an A-frame, H-frame or T-frame sign placed on the surface of the ground or temporarily staked into the ground;
 - (d) Only one double-faced sign per business may be located on a property, with no more than a total of four signs on any one property;
 - (e) The sign is located on the same property on which the business is conducted;
 - (f) The sign is displayed only when the business is open to the general public;
 - (g) The sign is not illuminated or inflatable and does not have any moving parts.
 - (h) The sign is displayed no more than 10 days a month.

Or take any other action relative thereto.

The Planning Board recommends (5 – 0).

The Finance Committee recommends unanimously (6 – 0).

There is no financial impact to the Town.

NOTES:

ARTICLE 21 ZONING BYLAW AMENDMENT – AMEND SECTION 4000 USE REGULATIONS AND SECTION 5000 DIMENSIONAL REQUIREMENTS

(Two-thirds vote required)

To see if the Town will vote to amend the Boxborough Zoning Bylaw in order to allow certain residential uses by special permit in the Business I Zone District by amending Subsection 4003(1) Residential Uses in the Business I Zone District, Subsection 5002 Dimensional Schedule for the B1 District and Subsection 5004(3) as shown in bold italics below and by inserting a new Subsection 5004(5) and a new subsection 4450 Special Permit for Residential Uses in the B1 District as follows:

<i>4003(1)</i> RESIDENTIAL USES	B1
Single-family dwelling ¹⁶	N
Two-family dwelling	<i>SP¹</i>
Conversion to two-family dwelling of dwelling in existence on 5/3/65	<i>SP¹</i>
Multi-family dwelling	<i>SP¹</i>
Two-family dwelling, reserved exclusively for elderly occupancy	<i>SP¹</i>
Bed and Breakfast	N
Trailer or mobile home (but see Section 7600)	N
Dwelling unit incidental to principal commercial use	<i>SP¹</i>

¹ See Section 5004.

ARTICLE V DIMENSIONAL REQUIREMENTS

<i>5002 Dimensional Schedule</i>	B1
Minimum lot area (sq. ft. x 1000)	40
Minimum upland lot area (sq. ft. x 1000)	20
Minimum upland lot area % of total lot area	--
Minimum lot frontage (ft.)	100 ⁸
Minimum lot width (ft.) ⁷	100
Minimum front setback (ft.)	50 ⁸
Minimum side setback (ft.)	30 ⁸
Minimum rear setback (ft.)	40 ⁸
Maximum stories	3
Maximum building height (ft. to top of plate)	30
Maximum lot coverage (%) by buildings, structures, and impervious surfaces	50

Floor area ratio	--
Minimum Open Space (%)	--

⁸ *For residential developments, the minimum setback for residential units from adjacent existing business and industrial/commercial zoned property lines shall be 100 feet; the minimum setback from Massachusetts Avenue shall be 50 feet. The Special Permit Granting Authority may reduce the setbacks from lot lines if such an adjustment enhances the overall site design and still provides protection to adjacent business and industrial/commercial development.*

5004 Supplementary Intensity Regulations

- (3) For dwelling unit incidental to commercial use in TC *or* B1 district, density of the dwelling units shall not exceed 2 units/acre, and the proposed commercial use shall not adversely affect the residential units.
- (5) *For a multi-family dwelling located in the B1 District, the number of units shall not exceed a maximum density of three (3) units per 40,000 square feet of land area.*

4450 Special Permits for Residential Uses in the B1 District

The Planning Board shall be the Special Permit Granting Authority for residential uses in the B1 district. Prior to the issuance of a special permit for a residential use in the B1 district, the Special Permit Granting Authority shall, in addition to other requirements specified in Section 9204, find that the proposal meets the following criteria and conditions:

- (1) *The proposed residential use in the B1 district is compatible with existing or allowed business uses;*
- (2) *Adequate landscaped and natural buffers are provided, and, where appropriate, physical buffers, such as berms, fences and/or walls are proposed between residential and commercial uses;*
- (3) *The proposal, to the maximum extent possible, protects the existing tree canopy on Massachusetts Avenue (Route 111);*
- (4) *The proposal retains and/or preserves unique natural, historical or cultural resources located on the site, if any;*
- (5) *The proposal conforms, to the maximum extent possible, the applicable standards set forth in Section 8100 Design Review under Section 8105 Design Attributes and Guidelines.*

The Board shall require, as a condition of a special permit granted under this Section, a reference to the Business 1 Zone District, their uses and characteristics in the Special Permit and in any deed, condominium and/or homeowners documents developed as a part of the residential project. Additionally, the Board may place additional conditions in the Special Permit to ensure conformance with the Design Guidelines in Section 8105 and compatibility with the surrounding area.

Or take any other action relative thereto.

The Planning Board recommends (5 – 0).

The Finance Committee defers its recommendation until Town Meeting.

NOTES:

**ARTICLE 22 ROAD ACCEPTANCE – EMANUEL DRIVE, JOSEPH ROAD AND ROAD A
(LIBERTY TREE ACRES SUBDIVISION)****

(Majority vote required)

To see if the Town will vote to accept as public ways the following streets or portion thereof, as laid out by the Board of Selectmen according to a plan entitled “Roadway Acceptance Monumentation and Traverse Control Plan, Emanuel Drive & Joseph Road, Liberty Tree Acres, Boxborough, Massachusetts, Sheet 1 to 8 and Roadway Acceptance Plan & Profile, Sheet 9 to 14, Prepared for Joseph Biotti Jr. and Francis Biotti, dated January 2007 and revised March 16, 2007, Scale 1" = 40 Feet, prepared by Goldsmith, Prest & Ringwall, Inc”, which plan is to be recorded with Middlesex South District Registry of Deeds and filed in the office of the Town Clerk in accordance with the provisions of Massachusetts General Laws Chapter 82, Section 21 – 23, and to authorize the Board of Selectmen to take the fee or easement in said streets by eminent domain or otherwise, including easements for drainage, utilities, or other purposes where shown on said plan or described in the Order of Layout:

IN THE LIBERTY TREE ACRES SUBDIVISION:

JOSEPH ROAD – from the previous limit of acceptance at the end of Liberty Square Road, traveling to the intersection with Emanuel Drive.

EMANUEL DRIVE – from the intersection with Joseph Road to the previous limit of acceptance of Depot Road.

ROAD A - from the intersection with Joseph Road to land now or formerly of the Town of Boxborough and back to Joseph Road.

And to authorize the Board of Selectmen to acquire, by purchase, eminent domain, gift or otherwise, for highway purposes, the fee or any lesser interests, as well as easements for drainage, utility, sidewalk, slope and otherwise, in any lands that may be necessary for said Town ways; or take any other action relative thereto.

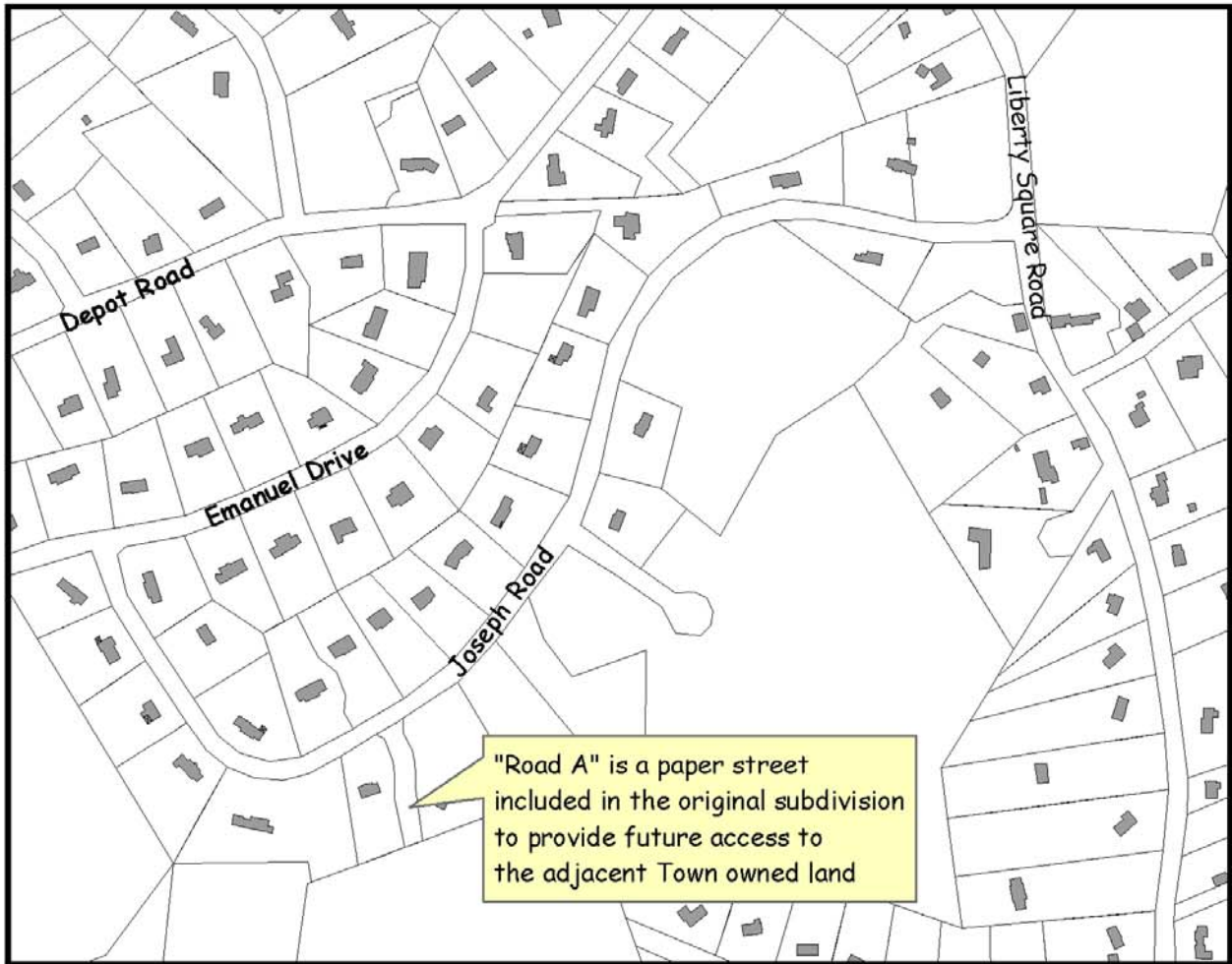
The Planning Board recommends (5 – 0).

The Board of Selectmen defers its recommendation until Town Meeting (5 – 0).

The Finance Committee recommends unanimously (6 – 0).

NOTES:

Liberty Tree Acres Subdivision Joseph Road, Emanuel Drive & Road A Road Acceptance



ARTICLE 23 REVOLVING FUND - ELECTRICAL INSPECTION**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of MGL c. 44, § 53E1/2 to reauthorize a revolving fund for purposes of receiving fees and paying the Electrical Inspector for inspections conducted by him up to Fifty Thousand Dollars (\$50,000), to be under the direction of the Building Inspector who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of fiscal year 2010 be carried over into fiscal year 2011 to pay for inspections for permits not yet completed; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (5 – 0).

The Finance Committee recommends unanimously (6 – 0).

NOTES:

ARTICLE 24 REVOLVING FUND - PLUMBING AND GAS INSPECTION**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of MGL c. 44, § 53E1/2 to reauthorize a revolving fund for purposes of receiving fees and paying the Plumbing/Gas Inspector for inspections conducted by him up to Fifteen Thousand Dollars (\$15,000) to be under the direction of the Building Inspector who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of fiscal year 2010 be carried over into fiscal year 2011 to pay for inspections for permits not yet completed; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (5 - 0).

The Finance Committee recommends unanimously (6 – 0).

NOTES:

ARTICLE 25 REVOLVING FUND - FIRE ARMS PERMITS**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of MGL c. 44, § 53E1/2 to reauthorize a revolving fund for purposes of receiving monies and paying expenses for Fire Arms Permits up to Two Thousand Dollars (\$2,000) to be under the direction of the Police Chief who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of fiscal year 2010 be carried over into fiscal year 2011 to pay for expenses not yet completed; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (5 - 0).

The Finance Committee recommends unanimously (6 – 0).

NOTES:

ARTICLE 26 REVOLVING FUND - LIBRARY FINES**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of MGL c. 44, § 53E1/2 to reauthorize a revolving fund for purposes of receiving library fees, fines and penalties and that all fees, fines and penalties be deposited in said fund to pay for library material acquisitions or services, up to a maximum of Seven Thousand Five Hundred Dollars (\$7,500), to be under the direction of the Library Director who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of the fiscal year 2010 be carried over into fiscal year 2011 to pay for expenses not yet completed; or take any other action relative thereto.

The Board of Library Trustees recommends unanimously.

This article will permit the library to use fees and fines that are collected up to \$7,500 per year for the acquisition or replacement of materials and services provided by the library.

The Finance Committee recommends unanimously (6 – 0).

NOTES:

ARTICLE 27 REVOLVING FUND - DOG LICENSE FEES**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of MGL c. 44, § 53E1/2 to reauthorize a revolving fund for the purpose of receiving dog licensing fees and that all licensing fees and penalties be deposited in said fund to pay for costs up to a maximum of Four Thousand Dollars (\$4,000) annually relating to the licensing, damage to livestock and fowl, and penalties paid to the Dog Officer, to be under the direction of the Town Clerk who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of fiscal year 2010 be carried over into fiscal year 2011.

The Board of Selectmen recommends unanimously (5 - 0).

The Finance Committee recommends unanimously (6 – 0).

NOTES:

ARTICLE 28 REVOLVING FUND – STEELE FARM**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of MGL c. 44, § 53E1/2 to reauthorize a revolving fund for purposes of receiving monies from the sale of trees and other wood and farm products and from leasing and rental fees and paying expenses of the Steele Farm up to Ten Thousand Dollars (\$10,000), to be under the direction of the Steele Farm Advisory Committee who shall approve all such expenditure by a majority vote; and further to provide that the monies remaining in the fund at the end of fiscal year 2010 be carried over into fiscal year 2011 to pay for expenses not yet completed; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (5 - 0).

The Finance Committee recommends unanimously (6 – 0).

NOTES:

ARTICLE 29 REVOLVING FUND – INTEGRATED PRESCHOOL PROGRAM**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of MGL c. 44, § 53E1/2 to reauthorize a revolving fund for purposes of receiving monies and paying expenses for the Integrated Preschool Program up to Forty-Four Thousand Dollars (\$44,000), to be managed by the Blanchard Memorial School Business Manager, who under the direction of the Boxborough School Committee and Blanchard Memorial School Superintendent, shall approve all such expenditures; and further to provide that the monies remaining in the fund at the end of fiscal year 2010 be carried over into fiscal year 2011; or take any other action relative thereto.

The Boxborough School Committee recommends.

The Boxborough School Committee unanimously recommends the reauthorization of a revolving account for the Integrated Preschool. A revolving account allows the Blanchard School to accept tuitions for typically developing Boxborough students and for out-of-district Special Education students. The revolving account will be used for payment of expenses associated with the Preschool program.

The Finance Committee recommends unanimously (6 – 0).

NOTES:

ARTICLE 30 REVOLVING FUND – CONSERVATION COMMISSION**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of MGL c. 44, § 53E1/2 to reauthorize a revolving fund for purposes of receiving fees associated with the regulation of the local Wetland Bylaw and that all fees be deposited in said fund to pay for expenses directly attributable to local Wetland Bylaw regulatory activities (excluding legal expenses), up to a maximum of Twenty Thousand Dollars (\$20,000), to be under the direction of the Conservation Commission within the administrative procedures established by the Board of Selectmen; the Commission shall approve all such expenditures by majority vote; and further to provide that the monies remaining in the fund at the end of the fiscal year 2010 be carried over into fiscal year 2011 to pay for expenses not yet completed; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (5 - 0).

The Finance Committee recommends unanimously (6 – 0).

The Conservation Commission recommends (5 – 0).

NOTES:

ARTICLE 31 REVOLVING FUND – GIS ASSESSOR MAPS**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of MGL c. 44, § 53E1/2 to reauthorize a revolving fund for purposes of receiving fees collected from the Planning Board for applications to modify existing parcel boundaries and/or the creation of new parcels and that all such fees be deposited in said fund to pay for costs up to Five Thousand Dollars (\$5,000) associated with the updating of the GIS Assessor maps, to be under the direction of the Town Administrator, who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of the fiscal year 2010 be carried over into fiscal year 2011 to pay for expenses not yet completed; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (5 - 0).

The Finance Committee recommends unanimously (6 – 0).

NOTES:

ARTICLE 32 REVOLVING FUND – SENIOR VAN**

(Majority vote required)

To see if the town will vote pursuant to the provisions of MGL c. 44, § 53E1/2 to reauthorize a revolving fund for purposes of receiving fares and reimbursement from Montachusett Regional Transit Authority (MART) and paying expenses associated with the operations of the senior van up to Four Thousand Dollars (\$4,000) to be under the direction of the Town Administrator, who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of the fiscal year 2010 be carried over into fiscal year 2011 to pay for expenses not yet completed; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (5 - 0).

The Finance Committee recommends unanimously (6 – 0).

NOTES:

ARTICLE 33 REVOLVING FUND - FIRE ALARM SYSTEM MAINTENANCE**

(Majority vote required)

To see if the Town will vote pursuant to the provisions of MGL c. 44, § 53E1/2 to reauthorize a revolving fund for purposes of receiving annual fire alarm service fees and paying expenses related to the operation and maintenance of the fire alarm monitoring systems up to Four Thousand One Hundred Dollars (\$4,100), to be under the direction of the Fire Chief who shall approve all such expenditure; and further to provide that the monies remaining in the fund at the end of fiscal year 2010 be carried over into fiscal year 2011 to pay for inspections for permits not yet completed; or take any other action relative thereto.

The Board of Selectmen recommends unanimously (5 - 0).

The Finance Committee recommends unanimously (6 – 0).

NOTES:

ARTICLE 34 PERSONAL REAL ESTATE EXEMPTIONS**

(Majority vote required)

To see if the Town will vote to accept Chapter 73 of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988, providing for an increase of up to 100% of the underlying statutory amount in certain property tax exemptions for qualifying senior citizens, disabled veterans, and other individuals; or take any other action relative thereto.

Summary

Under this annual optional exemption provision, a city or town may accept the new law each year by vote of the local appropriating authority, which is defined as a majority vote at town meeting.

“Other individuals” includes surviving spouse, surviving spouse minor children, blind persons, service persons injured in combat, police & firefighter killed in line of duty.

Anyone with questions or who might wish to take advantage of these tax exemptions should contact the Town Assessor, Will Naser, at 263-1116, Ext. 109 or by e-mail to: william.naser@town.boxborough.ma.us.

The Board of Selectmen recommends unanimously (5 - 0).

This simply is a housekeeping article; each year we must reconsider and accept this article in order to allow senior citizens, disabled veterans and others who qualify to take advantage of property tax relief opportunities.

The Finance Committee recommends unanimously (6 – 0).

NOTES:

ARTICLE 35 CHAPTER 90 HIGHWAY REIMBURSEMENT PROGRAM**

(Majority vote required)

To see if the Town will vote to authorize the Board of Selectmen to accept Highway funds from the Commonwealth of Massachusetts and that such funds are hereby appropriated for the purpose of providing highway improvements under the authority of Chapter 90 of the general laws, and any other applicable laws; or take any other action relative thereto.

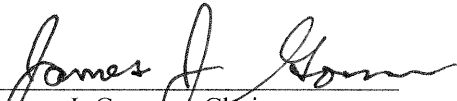
The Board of Selectmen recommends unanimously (4 – 0).


The Finance Committee recommends unanimously (6 – 0).


NOTES:

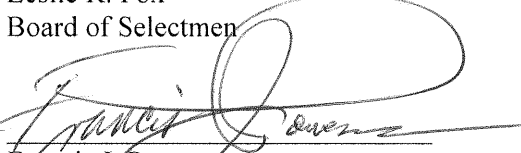
You are required to serve this Annual Town Meeting Warrant by posting copies thereof, attested by you, at the Town Hall, at the Sargent Library, at the Police Station, at the Fire Station, and at the Blanchard Memorial School, fourteen days at least, before the time appointed for such meeting.

Hereof, fail not deliver these warrants with your return of service thereon to the Town Clerk on or before April 24, 2009


James J. Gorman, Chairman
Board of Selectmen


Rebecca R. Neville, Clerk
Board of Selectmen


Leslie R. Fox
Board of Selectmen


Francis J. Powers
Board of Selectmen


Raid Suleiman
Board of Selectmen

REPORT OF THE FINANCE COMMITTEE

Overall Town Finances

The most important problem addressed by the Finance Committee and other Town officials in the first months of calendar 2009 was the effort to minimize increases to the property tax rate. There continues to be a disparity between the rate of growth of operating expenses and our ability to raise revenue within the limits of Proposition 2 1/2. We are continuing to support the operating budget out of our “free cash”. There are several reasons for this situation, including principally:

- Salaries including overtime have increased by 3.32% over three years.
- Employee benefits (largely health insurance) costs rising at 6.15% for this year.
- A Town budget in which approximately 50% of the operating expenses are outside the direct control of Town officials (e.g. health insurance, debt service, Minuteman Assessment, and the regional school assessment).
- Flat or decreasing state aid which increases the portion of the total operating budget covered by the property tax levy.
- Low rate of new construction.
- Continued slowness of commercial development activity, shifting a greater burden to the residential property taxpayer.
- Continued low number of local permit receipts associated with slowed development activity, further increasing the burden on the property tax levy.

All of these issues combine to force upward pressure on the tax rate assuming that the town wants to continue to provide level town services. There is an estimated 5% decrease in the median house price which equates to a decrease in the town valuation and will potentially increase the tax rate to \$15.44. As will be described in greater detail, it is difficult to discern any trends in other revenue sources that will reduce the upward pressure on the Town’s property tax levy in the coming years. All we can continue to do is rely on increased aid from the state or large commercial development opportunities.

Voters must keep in mind several definitions and issues that must be observed in approving a budget.

- Levy Limit – The maximum the tax levy can be in any given year, based upon the previous year’s limit plus certain allowable increases. This value is generally a good deal less than 2.5% of the Town’s full and fair cash value.
- Maximum Allowable Levy – The sum of the Levy Limit for any given year plus the amount of debt service that has been excluded from the provisions of Proposition 2 1/2 by prior Town Meeting and election/ballot actions.
- Levy Ceiling – The maximum value that the Levy Limit can be, equal to 2.5% of the Town’s full and fair cash value.
- General Levy Limit Override – Proposition 2 1/2 allows a community to assess taxes in excess of the automatic annual 2.5 percent increase by passing a general override for a specific dollar amount in excess of the normal limits. When passed, the levy limit for an override is calculated by adding the amount of the override to the normally increased Levy Limit. The override amount becomes a permanent increase in the levy limit of the Town.
- Debt Exclusion – Proposition 2 1/2 allows communities to exempt certain debt service costs from the normal Levy Limit constraints, adding the amount of such debt service costs to the normally calculated levy limit for the life of the debt. Debt exclusion does not become a permanent increase to the Town’s Levy Limit.
- Capital Outlay Exclusion – This exclusion from the provisions of Proposition 2 1/2 allows communities to add the costs of approved capital projects to the normally calculated Levy Limit. Such capital outlay exclusion does not become a permanent addition to the Town’s Levy Limit.

- In addition to these definitions, associated with the Proposition 2 1/2 statutes and regulations, voters will see the budget at various points in the warrant and in the discussion at Town Meeting described as Article 5.

Before considering the FY '10 budget in some detail, voters should be aware of the overall picture of Town Finances. The following table shows (assuming Article 5 is approved as presented at ATM) the currently estimated values of tax levy, tax rate, and average tax bill for the single-family home having a valuation of approximately \$519,000 (was \$545,900 last year).

Estimated Tax Rate and Average Tax Bill for FY '10 as Compared to FY '09

	FY '09	FY' 10
Tax Levy	\$15,418,593	\$15,841,153
Valuation	\$1,038,988,751	\$1,025,481,898
Tax Rate	\$14.84	\$15.44
Avg. Valuation	\$545,900	\$519,000
Avg. Tax Bill *	\$8,101	\$8,017

*Median house - \$519,000 per Assessor's best estimate

Current Estimates of FY '10 Operating Budget Categories

Budget Category

General Government	\$839,308
Protection	\$2,183,220
Blanchard School	\$5,333,590
Minuteman Technical School	\$361,704
A/B Regional School	\$5,838,090
Public Works	\$893,720
Cultural, Recreation, Library	\$339,719
Health	\$86,580
Reserve Fund	\$185,000
Debt Service	\$1,302,238
Employee Benefits	\$1,918,383
Total Operating Budget	\$19,281,552
ATM warrant article within 2 1/2	\$250,800
Overlay Reserve*	\$175,000
Total Budget including all warrant articles	\$19,707,352

* best estimate, not determined as of this report.

We now turn to how the Town pays its bills. The sources of funds available to Boxborough are limited to the following categories, with the following estimated amounts for FY '10.

Current Estimated Revenues and Cash Contributions to Balance Operating Budget*

Revenue Sources	Revenue
Maximum Allowable Tax Levy (Prop. 2 1/2)**	\$15,841,153
State Aid (net of assessments)	\$1,637,751
State Aid (construction reimbursement)	\$284,092
Local Receipts (Excise tax, permits)	\$1,462,000
Bond Premium used to fund debt expense	\$0
Overlay Reserve released to fund budget	\$215,197
Free Cash	\$16,359
Total revenue source, operating budget	\$19,456,552

* Also includes funding required for overlay reserve

** Estimated at Time of Writing

In addition to the operating budget issues outlined above, voters should be aware that there are \$250,800 “money” articles on the annual town meeting warrant, over and above the operating budget requested in Article 5. The subject of these articles, dollar amounts requested, and proposed sources of funding are shown in the following table:

Proposed Warrant Article Expenditures and Sources of Funds

Article	Description	Amount	Tax impact per \$1000	Tax impact for median house	Funding Source
8	Police Department - Bullet proof vests	\$10,800	\$.011	\$5.47	Free cash
9	Police Department – Portable electronic speed awareness sign	\$8,500	\$.008	\$4.30	Free Cash
10	Police Department – Emergency power generator	\$80,000	\$.078	\$40.49	Stabilization
11	Public Works Department – “Stander” commercial lawnmowers	\$15,000	\$.014	\$7.59	Free Cash
12	Blanchard School - Roof	\$85,000	\$.083	\$43.02	Stabilization
13	Blanchard School - Telephone system	\$39,000	\$.038	\$19.74	Free cash
14	Installation of “slow children” signs and speed tables	\$12,500	\$.012	\$6.33	Free Cash
	Total	\$250,800	\$.245	\$126.94	

General Financial Policies

Policies adopted by the Finance Committee in FY '96 continue to guide the budget process. It may help the voters’ decision-making process to understand these policies as they review the town operating budget and warrant articles prior to the 2009 Annual Town Meeting. These policy guidelines address three broad areas of municipal finance: the General Fund, Capital Planning, and Debt Management.

General Fund

- Current operating expenses should be paid with current operating revenues, and a prudent use of free cash.
- Free cash should be maintained at 3 - 5% of total expenses.
- Free cash in excess of policy should be reserved for emergency expenses or added to the Stabilization Fund for future capital projects.
- In each annual budget, at least 2% of revenues should be allocated to current capital expenses or to the Stabilization Fund. We have not followed this policy in the last few years, but it continues to be monitored.
- In each annual budget, 20% of the property taxes from new growth should be allocated to current capital expenses or to the Stabilization Fund. We have not followed this policy in the last few years, but it continues to be monitored.
- Fees and user charges are reviewed annually in relation to the cost of providing the service.
- New positions in the town should be added to the warrant as an article the first year and then will be added to the operating budgets in follow-on years.

Capital Planning

- Both the incremental operating costs and debt service costs for any proposed capital project must be considered before any approval is granted.

Debt Management

- Debt service should not exceed 10% of revenues.

The Finance Committee expects that these policies, together with a robust long term planning effort encompassing operating budgets, capital improvements, and town land resources, will serve to guide the budget process in years to come.

Conclusions

The most important thing that voters can do at this time of the year is to make themselves familiar with the financial situation of the Town, by reviewing the information presented here and in the Article 5 description. Whatever the outcome of votes on specific budgetary lines, the Finance Committee wishes that the discussion be well informed and wide-ranging. It is you the voter who can determine the future prospects for the town by careful consideration of the Town Meeting Warrant Articles.